



Waverly Community Schools

Regular Meeting

Tuesday, May 29, 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 29, 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. Above & Beyond Recognition
 - B. Student Representative Recognition - President Slocum
 - C. Ombudsman Presentation
- 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 Information - Facility & Policy Advisory Committee Report 15
 - 2. Recommendation to approve Report #11-72, Policy (Second Reading) 16
 - B. Finance & Personnel
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 - 2. Recommendation to approve Report #11-73, Budget Amendment 2011-2012 26
 - 3. For Discussion - 2012-2013 Budget 29
 - 4. Recommendation to approve Report #11-74, Personnel Recommendation 31
 - C. Other
 - 1. Recommendation to approve Report #11-75, Ingham Intermediate School District General Education Fund 2012-2013 Proposed Budget 32
 - 2. Recommendation to approve Report #11-76, 80/20 Insurance Hard Cap 35

Resolution

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

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

Opening of Meeting

The regular meeting of the Waverly Community Schools Board of Education was called to order by President Britt Slocum at 7:31 p.m. in the Little Theatre of the Waverly Middle School, 620 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
Mr. Eldon McGraw, Director of Communications
Mr. Al Momrik, Director of Technology
Mr. David Ames, Director of Maintenance & Operations
Mrs. Rhonda Sosnowski, Director of Transportation
Jack Vogel
Patty Rienstra
Shawn Gleason
Patty Little
Michelle Frederick
Vickie Tisdale
Margaret Baldwin
Bill Davis
Gretchen Mikula
Helene McNeilly
Tim Lyman
Shawn Talifarro
Mark Nester
Chris Barrera
Tracy Thomas
Vince Perkins
Tony Terranova
Chris Huff
Ruth Lamb
Jeremiah Baynes
Becky McQuillan
Beth D'Mello
Rebecca Pease
Carmon Mobley

Others Present:

Amanda Herley, Student Representative
Douglas Withey
Russ Lee
Spencer Lee
Angela Maldonado
Cameron Lee

Others Present (cont.)

Breanna Mobley
Frank Mobley
Jason Maldonado
Tammie Fields
Tami Wesley
Bertha Anderson
Victoria Milton
Margaret Bayers
Tucker Bayers
Dave Wheeler
Michelle Macy
Rachael Rienstra
Fay Thomas
Alan Wright
Arnold Weinfeld
Joyce Preston
Carrie Wheeler
Juliana Wheeler
Jeff Rienstra
Kici Campbell
Aundreyan (Dee) Roberts
Gloria Gonzalez
Cyndy Wetzel
Karyn Koenigsknecht
Scott Koenigsknecht
Richard Redmond
Talia Thomas
Mackenzie Reed
Sasha Bottine
Marquetta Davis
Che'Anthony Woods
BreeAnnaPung
Teresa Bingman

Pledge

Rhonda Sosnowski led the pledge of allegiance.

Special Presentations

Student athletes were recognized for honors earned during the winter athletic season. Athletic Director Chris Huff and Interim Superintendent Dorothy Blackwell recognized the following students:

Boys' Basketball: Dee Roberts, All-CAAC Gold and Scott Koenigsknecht, All-CAAC Gold and All-CAAC Academic. Unable to attend the meeting was Rashaun Carroll, All-CAAC Gold.

Girls' Basketball: Rachael Rienstra, All-CAAC Academic; Victoria Milton, All-CAAC Gold; and Breanna Mobley, All-CAAC Gold; . Unable to attend the meeting were Sylvia Maxwell , All-CAAC Gold and Rachel Strother, All-CAAC Academic.

Competitive Cheer: Talia Thomas, All-CAAC Gold and All-CAAC Academic; Mackenzie Reed, All-CAAC Gold; Sasha Bottine, All-CAAC Gold; and Marquetta Davis, All-CAAC Gold. Unable to attend the meeting were Chantel Rusher, All-CAAC Academic and Shvonne Rusher, All-CAAC Academic.

Wrestling: Jason Maldonado, All-CAAC Gold; Che'Anthony Woods, All-CAAC Gold; and Cameron Lee, All-CAAC Gold. Unable to attend were Delano Glosson, All-CAAC Gold; Andrew Gonzalez, All-CAAC Gold; Thomas Houston, All-CAAC Gold and All-State; Aaron Mays, All-CAAC Gold and All-State and Malik Houston, All-CAAC Gold.

Bowling: Tucker Bayers, All-CAAC Gold; BreeAnna Pung, All-CAAC Academic, and Juliana Wheeler, All-CAAC-Academic. Unable to attend were Tyler Harris, All-CAAC Academic; Jeff Wheeler, All-CAAC Academic; and Allison Goodman, All-CAAC Academic.

Volleyball: Rachel Hatt, All-CAAC Academic; Belinda Pham, All-CAAC Academic; and Taylor Young, All-CAAC Academic. Unable to attend were Lindsey Barry, All-CAAC Academic; Marissa Helmick, All-CAAC Academic; and Caroline Major, All-CAAC Academic.

Hockey:

Unable to attend the meeting were Adam Epstein, All-CAAC Academic and Vincent Gessler, All-CAAC Academic.

Above & Beyond Recognition

Special recognition was given to Eldon McGraw, Director of Communications, and Arnold Weinfeld, parent and former Board member, for their dedication, hard work, and going above and beyond to help pass an important district millage vote.

Correspondence

None

Public Comment

Addressing the Board during Public Comment were Cynthia Wetzel, Tracy Thomas, Vickie Tisdale, Shawn Talifarro, Douglas Withey, and Bill Davis.

Student Representative Report

Student Representative Amanda Herley reported AP exams continue until Wednesday, the Spanish Honor Society Induction was last Thursday, and Seniors' last day is next Friday. The National Honor Society completed its clothing drive and volunteered at the Warrior Walk and Win; Prom was at the Lansing Center on May 5, and two Destination Imagination teams are going to Globals next week. There will be an Orchestra concert next Tuesday and a Choir concert next Thursday. Sports teams are in district action this week, with track regionals on Friday.

Board Member Comment

Member Smith congratulated Principal Tim Lyman and his family for overseeing the Warrior Walk and Win event on Saturday, noting a lot of money was raised.

Member Martin congratulated the athletes who were recognized tonight, and stated she is proud of them for excelling in sports, as well as academically. Member Martin thanked Mr. McGraw and Mr. Weinfeld for their efforts in helping to get the operational millage passed. She said it feels good to have the overwhelming support of Waverly residents. Member Martin reported she attended the Orchestra Spring Fling at which orchestra students from Greenville, St. Johns, and Waverly performed in concert together after spending the afternoon in clinics. She stated the stage was filled with strings for a short, but sweet concert. Member Martin reported she also attended East Intermediate School's musical, *School House Rock*, which she described as fabulous, and the Band Bounce, noting it was wonderful to hear many of the different bands. Member Martin stated she had the opportunity to attend the Spanish Honor Society induction, which was an elegant and appreciated ceremony. She reported she was a member of the superintendent site visitation team with Members Slocum and Percival and nine other individuals. She

Board Member Comment (cont.)

noted it was a pleasure to spend two days visiting the home districts of the final two candidates vying for the position of Waverly superintendent.

Member Witwer reported Waverly alumnus Lauren Aitch is having a fashion show at Spartan Stadium on Friday starting at 5:30 p.m. Several Waverly community members are in the show which benefits cancer research.

Member Jones thanked Eldon McGraw, Arnold Weinfeld, and Dorothy Blackwell for their leadership related to the millage election. He congratulated the top ten students who were recognized in the *Lansing State Journal*.

Member Sherry thanked Eldon McGraw, Arnold Weinfeld, and the voters as well. She also thanked the group that went on the site visits, noting the future of Waverly depends on making the right decision. Member Sherry thanked Dorothy Blackwell for doing a good job for the District during these critical times. She also thanked Student Representative Amanda Herley, noting she loves hearing her reports.

President Slocum thanked Eldon McGraw, Arnold Weinfeld, Dorothy Blackwell, and the voters, stating if the millage didn't pass, we would be teaching only core subjects, or hanging a "Closed" sign on the door. He reported the Senior Party was a huge success and thanked Tracy Thomas for his leadership. President Slocum congratulated the winter athletes on their athletic and academic success. He acknowledged the visitation team of Dave Percival, Mary Ann Martin, Gretchen Mikula, Tracy Thomas, Shawn Talifarro, Matt Oppenheim, Sam Sicilia, Becky Pease, Evan Nuffer, Alan Wright, and Amanda Herley that served under his leadership. President Slocum stated this was the most open, transparent effort ever in the years he has been on the Board.

Adoption of Agenda

Interim Superintendent Blackwell announced two changes have been made to this evening's agenda. The first change is the addition of Policy 3120 to the first reading of policies. The second change is moving Item #4 (For Discussion – Superintendent Search) from area C to the first item discussed under Presentation of Reports.

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

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

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

The minutes of the regular meeting of April 16, 2012; and the special meetings of April 23, 2012, April 24, 2012, April 25, 2012 and May 2, 2012 were approved as presented.

For Discussion – Superintendent Search

Member Percival thanked everyone who was involved in the Superintendent Search. He stated it was encouraging to hear the staff of both districts do not want to let go of the individuals being considered for Waverly's superintendency. Both candidates have the ability to get along with others and are highly visible.

Member Martin spoke of the attributes of Terry Urquhart, candidate from Forest Hills School District. She stated Mr. Urquhart has been in charge of and handled a \$10,000,000 budget in his building, and in her opinion, has had a central office experience in his high school. The school had a 96% graduation rate 10 years ago. Mr. Urquhart could have rested on his laurels, but did not. Currently there is less than ½ of 1%

For Discussion – Superintendent Search (cont.)

that do not graduate. His focus is on students and he uses staff to facilitate student learning. When asked why he wanted to come to Waverly, he replied it is the district size and the challenge. Member Martin described Mr. Urquhart as being calm and looking for solutions proactively. An employee she talked to stated “he’ll put you on the map”. Member Martin stated Mr. Urquhart loves what he is doing and it’s not about him.

Member Martin, with Member Percival’s support, stated it is her privilege to state that Waverly seek Terry Urquhart as its next superintendent.

President Slocum reported he was also a part of the visitation team, and has to agree with Member Martin and Member Percival that we hire Terry Urquhart as superintendent of schools. He stated he talked to two students and asked them to describe Mr. Urquhart in one word. One replied “caring”, while the other replied “understanding”.

Member Jones stated as a Board member who did not have the opportunity to go on the site visits, he read and appreciated the comments provided by the visitation team. He thanked the Board for going outside its comfort zone and looking at the best of the best. Member Jones indicated he received an email from Terry Urquhart after the successful passage of the millage. He stated he certainly could support him as the leader of the Waverly Community Schools, noting budget and student achievement as areas he would like the new superintendent to zero in on.

Member Sherry said she likes the fact there is a great deal of consensus for Terry Urquhart. The Board has a lot of challenges in front of it and it is incumbent on each Board member to support this person. Member Sherry stated she is very confident in Mr. Urquhart’s leadership skills and record of student achievement. She looks forward to him building some bridges and bringing people together.

Member Smith stated Mr. Urquhart has the commitment to be here, and commitment to the community and kids.

A motion was presented by Member Martin and supported by Member Percival. MOTION: The Board of Education move discussion of the Superintendent Search to action.

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

A motion was presented by Member Martin and supported by Member Jones. The Board of Education hire Terry Urquhart as Superintendent.

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

President Slocum thanked the visitation team and recessed the meeting at 8:28 p.m. in order to contact the two candidates.

The meeting reconvened at 8:45 p.m. President Slocum indicated he had called both candidates. Mr. Urquhart accepted the position and stated he is “proud to be a Warrior”. President Slocum thanked everyone, including Teresa Bingman of MASB, who worked tirelessly to facilitate the superintendent search process. He requested that Eldon McGraw prepare a press release stating Mr. Terry Urquhart has accepted the position of superintendent.

A motion was presented by Member Martin and supported by Member Percival. MOTION: The Board enter into contract negotiations with Mr. Terry Urquhart.

For Discussion – Superintendent Search (cont.)

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

President Slocum appointed Member Jones and Member Witwer to serve with him on the negotiations committee.

For Discussion – Policy (First Reading)

Interim Superintendent Blackwell announced the addition of a revision in Policy 3120 – Employment of Professional Staff to the policies to be reviewed at first reading. The other policies being reviewed are:

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

These policies will come back to the Board for second reading on May 29, 2012.

******Financial Recommendation – Report #11-69 – For Action***

The treasurer’s report was approved as presented.

For Discussion – 2012-2013 Budget

Evan Nuffer, Business Manager, reviewed the 2012-2013 General Fund budget, showing current revenues of \$28,466,080 and expenditures of \$30,358,220. Presenting the budget for review will allow for the continued preparation of the budget and adoption by June 11, 2012.

Mr. Nuffer stated the District could be in a situation for cash borrowing based on this budget. He indicated the Board will see the budget by function at the next Board meeting. The budget must be adopted by June 30, 2012.

******Breakfast, Lunch and Milk Prices for 2012-2013 – For Information***

The Board of Education established 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.

Personnel Recommendations – Report #11-70 – For Action

Interim Superintendent Dorothy Blackwell reviewed the process used in filling the positions of Director of Human Resources, Student Services Administrator, and East Assistant Principal, noting it is important to have the Leadership Team in place for the new superintendent.

Personnel Recommendations (Cont.)

A motion was presented by Member Jones and supported by Member Witwer. MOTION: The Board of Education approve the employment of Gloria Gonzalez (Student Services Administrator); the transfer of Vincent Perkins (from High School Principal to Director of Human Resources); the transfer of Helene McNeilly (from Elementary Teacher to East Intermediate Assistant Principal); the resignation of Ron Barnes (Bus Driver); tenure status for Bevin (High School) Rachel Goodman (High School); Nichole Rhynard (High School); Jeremy Tuller (High School); Amanda Batten (Middle School); Lili Risser (Middle School); Ashley Beech (East Intermediate); Ramona Mendez (Colt); and Carmon Mobley (Winans); 1st to 2nd year probation for Nick Helble (High School); 1st to 2nd year probation for Niki Harrison (Middle School); 1st to 2nd year probation for Marissa Thaler (Elmwood); 1st to 2nd year probation for Kandy Hannual (St. Gerard); 2nd-3rd year probation for Adam Husain (Middle School); coaching stipends for Todd Simon (HS Girls Asst. Track Coach) and Matt Oppenheim (HS Varsity Baseball Coach).

Further discussion was held regarding filling these positions at this time, and not giving the new superintendent the opportunity to have a say in what his new team will look like. It was stressed that having a quality team in place would be beneficial to the new superintendent.

Member Martin amended the motion and Member Sherry supported. Amended Motion: The Board of Education table the approval of the employment of Gloria Gonzalez (Student Services Administrator); the transfer of Vincent Perkins (from High School Principal to Director of Human Resources); and the transfer of Helene McNeilly (from Elementary Teacher to East Intermediate Assistant Principal).

Amended motion failed. VOTE: AYES – 3 (Members Martin, Percival, and Sherry); NAYS – 4 (Members Jones, Slocum, Smith, and Witwer).

Original Motion carried. VOTE: AYES – 5 (Members Jones, Martin, Slocum, Smith, and Witwer); NAYS – 2 (Members Percival and Sherry).

Waverly Educational Support Personnel Association – Master Agreement Ratification – Report #11-71-For Action

A motion was presented by Member Martin and supported by Member Smith. MOTION: The Board of Education approve the tentative agreement as negotiated between the Waverly Educational Support Personnel Association and the Board of Education as presented.

Interim Superintendent Blackwell acknowledged Gretchen Mikula, Evan Nuffer, Vince Perkins, Tim Lyman, Linda Vainner, and Linda Anderson who have worked diligently to bring this contract to the Board table. Evan Nuffer provided specifics of the contract which will be in effect for 84 support staff members for the 2012-2013 school year.

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

For Discussion – Ingham Intermediate School District General Education Fund 2012-2013 Proposed Budget

Evan Nuffer reported Stan Kogut, Superintendent of the Ingham Intermediate School District (IISD), attended the Finance & Personnel Advisory Committee meeting earlier in the evening to discuss the proposed IISD General Fund budget. The Board of Education can either support or not support the proposed budget. If the Board does not support the budget, it needs to send comments to the IISD detailing the reasons why. This report will be on the May 29, 2012 agenda for action.

The Board discussed a recommendation to comply with the Publicly Funded Health Insurance Contribution Act (PA 152 of 2011) by limiting its expenditures for medical benefit plans to not exceed more than eighty

For Discussion – Insurance Hard Cap Resolution

percent (80%) of the total annual costs for all medical benefit plans it offers or contributes to for its eligible employees and their eligible dependents. This report will be on the May 29, 2012 agenda for action.

******For Information – 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.

Public Comment

Addressing the Board during Public Comment were Gloria Gonzalez and Evan Nuffer,

Superintendent's Report

A night of celebrating the arts was held at the SpringHill Suites of Lansing on May 8th. The night included a silent auction, which included artwork done by Waverly students. Interim Superintendent Blackwell recognized Lisa Lam Wilson, Waverly High School art teacher.

The Capital Area Career Center Showcase was held on Wednesday, May 9 at the Career Center in Mason. The showcase allowed students to demonstrate their work and accomplishments. Approximately 35 Waverly students from 14 different programs participated in the event.

Students have four weeks left in the current school year. There will be many athletic and fine arts events, recognition ceremonies, field trips, picnics, and other activities as the school year comes to a close.

The Ombudsman Cords Ceremony will be held on Friday, June 1 at 10:00 a.m. at the Ombudsman site. Board members are invited to attend.

Seniors Honors Night will be Thursday, May 31 at 7:00 p.m. in the Waverly High School Auditorium. Commencement is Saturday, June 2 at 6:00 p.m. at the Wharton Center.

There will be informational meetings for parents of incoming Kindergarten students on Wednesday, May 16 and Tuesday, May 22 starting at 5:30 p.m. at Colt Early Childhood Education Center.

Other Board Business

Member Jones reported the Board of Water & Light will be having its Chili Cook-off on Saturday, June 2, so he will be unable to attend commencement. He extended his congratulations to the class of 2012.

President Slocum commended Dorothy Blackwell on her last 4 1/2 months of service to the district. He stated it has been a complete and utter joy to work with her, and he can't tell her enough how much of an impact she has had on the district.

Adjournment

The meeting adjourned at 10:17 p.m.

Respectfully submitted,

Mary Ann Martin, Secretary

rlp
***Consent agenda

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
SPECIAL MEETING
May 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 6:12 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. Kim Smith, Vice Secretary/Treasurer
Mr. Calvin Jones, Trustee
Mr. Dave Percival, Trustee

Staff Present:

Dorothy Blackwell, Interim Superintendent
Christine Holman, Director of Student Services/Hearing Officer
Mr. Tracy Thomas, Waverly High School DeputyPrincipal
Mr. Tony Terranova, Waverly High School Dean of Students

Others Present:

Student A
Grandparent

Purpose:

The purpose of the meeting was a disciplinary hearing.

Discussion

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

Motion to Expel

A motion was presented by Member Martin and supported by Member Percival. MOTION: The Board of Education moves to expel Student A, whose identity is known to the Board, from the Waverly Community Schools

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

Adjournment

The meeting adjourned at 6:47 p.m.

Respectfully submitted,

Mary Ann Martin, Secretary

rlp

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
SPECIAL MEETING
May 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 7:15 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. Kim Smith, Vice Secretary/Treasurer
Mr. Calvin Jones, Trustee
Mr. Dave Percival, Trustee

Staff Present:

Dorothy Blackwell, Interim Superintendent
Christine Holman, Director of Student Services/Hearing Officer
Mr. Mike Moreno, Waverly Middle School Principal

Purpose:

The purpose of the meeting was a disciplinary hearing.

Discussion

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

Motion to Expel

A motion was presented by Member Martin and supported by Member Smith. MOTION: The Board of Education moves to expel Student B, whose identity is known to the Board, from the Waverly Community Schools. Condition for readmission will be based on recommendations from the psychiatric evaluation and evidence of counseling services.

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

Adjournment

The meeting adjourned at 7:50 p.m.

Respectfully submitted,

Mary Ann Martin, Secretary

rlp

Date: May, 2012	Committee: Policy	
Agenda Items	Discussion	Disposition
Policy	Policy 3120 Policy 5610.01 Policy 7540.02 Teacher Discipline Teacher Placement	Reviewed the need for 2 year contract Added all private schools in WCS area Allowed advertising with permission Thrun Thrun

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

Report #11-72

FOR ACTION

Subject: Policy – Second Reading

Recommendation:

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

Policy 3120	Employment of Professional Staff	Revision
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 3120 reflects a change in the length of professional staff contracts. 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 3120 was reviewed and revised by the Policy Advisory Committee. 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/or the Policy Advisory Committee, 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.

Waverly Community Schools Bylaws & Policies

3120 - EMPLOYMENT OF PROFESSIONAL STAFF

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

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

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

- A. administration
- B. teachers

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

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

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

All applications for employment shall be referred to the Superintendent.

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

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

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

- * The Board may employ administrators, without provision for tenure, by means of a written contract for a term not to exceed ~~three (3)~~ ^{two (2)} years.

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

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

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

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

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.*

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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.*

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Date: 5/14/2012	Committee: Finance/Personnel Members Attending: Mrs. Mary Ann Martin, Mrs. Melissa Sherry Members Absent: Mr. Calvin Jones Staff Present: Mr. Evan Nuffer, Business Manager Others Present: Mr. Stan Kogut, Ingham ISD Superintendent	
Agenda Items	Description	Disposition
Finance	<ul style="list-style-type: none"> • Ingham ISD General Fund Budget • Current Year projections (2011-12) • Next Year projections (2012-13) • Energy Assessment opportunity • Contracting custodial services 	Committee Discussion
Personnel	<ul style="list-style-type: none"> • Staffing Vacancies 	Committee Discussion
Negotiations	<ul style="list-style-type: none"> • Update on WESPA negotiations 	Board Action on May 14, 2012

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR BOARD MEETING
May 29, 2012**

Report #11-73

FOR ACTION

Subject:

Budget Amendment 2011-12

Recommendation:

The Superintendent recommends the Board of Education approve the amended 2011-2012 general fund budget as presented, showing revenues of \$29,516,672 and expenditures of \$30,232,689.

Statement of Purpose:

It is anticipated that actual revenues and expenditures will be greater than the current appropriations; therefore, it is necessary to amend the 2011-12 general fund budget.

Budget Impact:

The projected fund balance as of June 30, 2012 will be \$3,233,064 or 10.69% of the current year expenditures

Historical Perspective:

The budget is amended as needed throughout the year in accordance with the Uniform Budgeting and Accounting Act

Discussion of Options:

The Board may adopt the recommendation as presented, reject the recommendation, or make an alternative recommendation

Rationale for Recommendation:

In accordance with the Uniform Budgeting and Accounting Act, when revenues are going to be less than estimated or expenditures are going to be greater than estimated, the Superintendent is to make a recommendation to reduce expenditures or increase the amount of fund balance available to appropriate for current year expenditures.

Strategic Plan Reference:

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

Waverly Community Schools
2011-12 General Fund Budget
As of May 29, 2012

<u>Account</u>	<u>Description</u>	<u>Proposed 2011-12 Budget</u>	<u>Proposed 2011-12 Budget</u>	<u>Difference</u>
Major Class 111 Totals	Property Tax Levy	8,797,778	8,797,778	-
Major Class 119 Totals	Delinquent Taxes	23,550	23,550	-
Major Class 131 Totals	Tuition	7,900	7,900	-
Major Class 151 Totals	Interest On Investments	4,000	4,000	-
Major Class 171 Totals	Athletic Revenue	69,420	69,420	-
Major Class 191 Totals	Rental on Buildings	30,000	30,000	-
Major Class 199 Totals	Miscellaneous	1,000	1,000	-
Major Class 311 Totals	State Revenue	16,064,201	16,064,201	-
Major Class 317 Totals	State Revenue - Flowthru ISD	37,000	37,000	-
Major Class 414 Totals	Federal Grants	2,174,411	2,174,411	-
Major Class 417 Totals	Grants Through Intermediates	396,454	396,454	-
Major Class 418 Totals	Unrestricted Flow Thru Grants	11,209	11,209	-
Major Class 519 Totals	IISD Reimbursements	1,839,749	1,839,749	-
Major Class 625 Totals	Operating Transfers In	-	60,000	60,000
	Total For Revenues	29,456,672	29,516,672	60,000

Waverly Community Schools
2011-12 General Fund Budget
As of May 29, 2012

<u>Account</u>	<u>Description</u>	<u>Approved 2011-12 Budget</u>	<u>Proposed 2011-12 Budget</u>	<u>Difference</u>
Function 111 Totals	Elementary	6,683,523	6,683,523	-
Function 112 Totals	Middle School	3,067,714	3,067,714	-
Function 113 Totals	High School	4,756,692	4,756,692	-
Function 118 Totals	Preschool	33,200	33,200	-
Function 119 Totals	Summer School	2,000	2,000	-
Function 122 Totals	Special Education	2,962,014	2,962,014	-
Function 125 Totals	Compensatory Education	534,097	534,097	-
Function 199 Totals	Holding Account for Employee Benefits	10,000	10,000	-
Function 212 Totals	Guidance Services	462,289	462,289	-
Function 215 Totals	Speech Pathology & Audiology	535,684	535,684	-
Function 216 Totals	Social Work Services	605,847	605,847	-
Function 218 Totals	Teacher Consultant	273,036	273,036	-
Function 219 Totals	Other Pupil Services	51,695	51,695	-
Function 221 Totals	Improvement of Instruction	559,723	559,723	-
Function 222 Totals	Educational Media Services	625,166	625,166	-
Function 225 Totals	Instruction Related Technology	340,482	340,482	-
Function 226 Totals	Supervision & Direction	409,013	409,013	-
Function 231 Totals	Board of Education	89,927	150,377	60,450
Function 232 Totals	Executive Administration	420,302	420,302	-
Function 241 Totals	Office of the Principal	1,725,140	1,725,140	-
Function 249 Totals	Other School Administration	81,838	81,838	-
Function 252 Totals	Fiscal Services	300,922	300,922	-
Function 257 Totals	Internal Services	64,243	37,642	(26,601)
Function 259 Totals	Other Business Services	167,249	192,249	25,000
Function 261 Totals	Operating Building Services	3,270,112	3,184,662	(85,450)
Function 266 Totals	Security Services	65,712	65,712	-
Function 271 Totals	Pupil Transportation Services	1,017,630	1,017,630	-
Function 283 Totals	Staff/Personnel Services	174,603	174,603	-
Function 284 Totals	Information Management Services	197,088	197,088	-
Function 285 Totals	Other Central Services	1,100	1,100	-
Function 293 Totals	Athletic Activities	367,145	367,145	-
Function 299 Totals	Other Support Services	242,000	242,000	-
Function 331 Totals	Community Activities	39,707	39,707	-
Function 371 Totals	Non-Public School Pupils	3,217	3,217	-
Function 623 Totals	Transfer to: Child Care Support	119,180	119,180	-
Total Expenditures		30,259,290	30,232,689	(26,601)
Excess Revenue/(Expenditures)		(802,618)	(716,017)	
Beginning Fund Balance		3,949,081	3,949,081	
Projected Ending Fund Balance		3,146,463	3,233,064	
Fund Balance as a % of Total Expenditures		10.40%	10.69%	

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR BOARD MEETING
May 29, 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 \$28,626,208 and expenditures of \$30,455,664

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 \$1,317,007, or 4.3% 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.

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
2012-2013 General Fund Budget
For Discussion May 29, 2012**

	<u>Actual Last</u> <u>Year</u>	<u>Estimated</u> <u>This Year</u>	<u>Estimated</u> <u>Next Year</u>	<u>Difference</u>
Revenue:				
Local	9,151,043	8,933,648	8,807,299	(126,349)
State	17,277,760	16,101,201	15,678,898	(422,303)
Federal	1,389,165	2,582,074	2,500,656	(81,418)
Other Financing Sources	2,823,763	1,839,749	1,639,355	(200,394)
Total Revenue	30,641,730	29,456,672	28,626,208	(830,464)
Expenditures:				
Basic Instruction	14,609,996	14,553,129	15,095,799	542,670
Added Needs Instruction	3,729,809	3,496,111	3,541,339	45,228
Pupil Support	1,953,596	1,928,551	1,812,413	(116,138)
Instructional Staff Support	1,881,891	1,934,384	1,754,438	(179,946)
General Administration	410,422	510,229	381,802	(128,427)
School Administration	1,811,150	1,806,978	1,944,856	137,878
Business Services	809,741	532,414	440,580	(91,834)
Operations and Maintenance	3,325,123	3,335,824	3,182,149	(153,675)
Transportation	904,211	1,017,630	1,165,296	147,666
Central Support	427,095	372,791	459,042	86,251
Other Support	471,103	609,145	635,501	26,356
Community Services	14,914	42,924	42,450	(474)
Debt Service	156,422	-	-	-
Fund Modifications (Transfers)	268,332	119,180	-	(119,180)
Total Expenditures	30,773,804	30,259,290	30,455,664	196,374
Excess Revenue (Expenditures)	(132,074)	(802,618)	(1,829,456)	(1,026,838)
Fund Balance July 1,	4,081,155	3,949,081	3,146,463	
Fund Balance June 30	3,949,081	3,146,463	1,317,007	
	12.8%	10.4%	4.3%	

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

Report #11-74

FOR ACTION

Subject: **Personnel Recommendation**

A Coaching – High School/Middle School

<u>Name</u>	<u>Assignment</u>	<u>Step</u>	<u>Stipend</u>	<u>Effective</u>
Dan Carr	HS Girls' Basketball Coach	3	\$5,739	Winter Season

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
May 29, 2012**

Report #11-75

FOR ACTION

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

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR BOARD MEETING
May 29, 2012**

Report #11-76

FOR ACTION

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.

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