



# **Waverly Community Schools**

## **Regular Meeting**

**Monday, February 11, 2013 6:30 PM**

# Agenda of Regular Meeting

## The Board of Education Waverly Community Schools

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A Regular meeting of the Board of Education of Waverly Community Schools will be held February 11, 2013, beginning at 6:30 PM in the Board Room, 515 Snow Road, Lansing, MI.

The subjects to be discussed or considered or upon which any formal action may be taken are as listed below. Items do not have to be taken in the order shown on this meeting notice.

Unless removed from the consent agenda, items identified within the consent agenda will be acted on at one time.

- I. Call to Order and Pledge to the Flag
- II. Special Presentations
  - A. WMS Multi-tiered system of support
  - B. Technology Bond Proposal - Evan Nuffer
  - C. AdvancEd Quality Assurance Review (QAR) Update - Dorothy Blackwell
- 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. Curriculum
    - 1. For Discussion - Waverly High School Program of Studies 2013-2014 18
  - B. Finance/Personnel
    - 1. \*\*\*Recommendation to approve Report #12-51, Financial Recommendation 20
    - 2. Recommendation to approve Report #12-52, Personnel Recommendations 22
  - C. Other
    - 1. Recommendation to approve Report #12-53, Extended Field Trip 23
    - 2. Recommendation to approve Report #12-54, Extended Field Trip 24
- X. Superintendent's Report
- XI. Public Comment
- XII. Other Board Business
- XIII. Adjournment

XIV. \*\*\*Consent Agenda

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
SPECIAL MEETING  
January 14, 2013**

***Opening of Meeting***

The special organizational meeting of the Waverly Community Schools Board of Education was called to order by Britt Slocum at 5:45 p.m. in the Board Room of the Administrative Center, 515 Snow Road, Lansing, Michigan.

***Members Present:***

Mr. Britt Slocum  
Mrs. Angela Witwer  
Mrs. Mary Ann Martin  
Mrs. Melissa Sherry  
Mr. Calvin Jones  
Mr. Alan Wright  
Mr. William Altimore

***Staff Present:***

Terry Urquhart, Superintendent  
Evan Nuffer  
Vincent C. Perkins  
Gloria Gonzalez  
Rebecca Pease

***Oath of Office***

Britt Slocum administered the Oath of Office to William Altimore, new Board member elected in the November 6, 2012 election.

***Public Comment***

None

***Adoption of Meeting Agenda***

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

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

***Election of Officers – Report #12-43 – For Action***

Rebecca Pease explained the process to be used in the election of officers.

***Nominations for President***

Member Martin nominated Member Slocum, who accepted the nomination, and Member Sherry nominated Members Jones, who also accepted the nomination. Voting was done by paper ballot, with Member Slocum receiving the majority of votes. Member Slocum's name will appear on the slate of officers to be approved by the Board.

***Nominations for Vice President***

Member Martin nominated Member Witwer, who accepted the nomination, and Member Sherry nominated Member Jones, who accepted the nomination. Voting was done by paper ballot, with Member Witwer receiving the majority of votes. Member Witwer's name will appear on the slate of officers to be approved by the Board.

***Nominations for Secretary***

Member Witwer nominated Member Martin, who accepted the nomination. There were no other nominations. Member Martin's name will appear on the slate of officers to be approved by the Board.

***Election of Officers (cont.)***

***Nominations for Treasurer***

Member Slocum nominated Member Jones, who accepted the nomination. Member Altimore nominated Member Sherry, who also accepted the nomination. Voting was done by paper ballot, with Member Jones receiving the majority of the votes. Member Jones' name will appear on the slate of officers to be approved by the Board.

***Nominations for Vice Secretary-Treasurer***

Member Martin nominated Member Wright, who accepted the nomination. Members Jones nominated Member Sherry, who also accepted the nomination. Voting was done by paper ballot, with Member Sherry receiving the majority of the votes. Member Sherry's name will appear on the slate of officers to be approved by the Board.

***Motion to adopt Slate of Officers***

A motion was presented by Member Wright and supported by Member Martin. MOTION: The Board of Education accepts the following slate of officers:

President – Britt Slocum  
Vice President – Angela Witwer  
Secretary – Mary Ann Martin  
Treasurer – Calvin Jones  
Vice Secretary-Treasurer – Melissa Sherry

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

***Board Member Appointments***

President Slocum led a discussion regarding appointments to advisory committees and other appointments. The following committee assignments were made:

***Curriculum Advisory Committee*** – Melissa Sherry – Angela Witwer

***Facility/Policy Advisory Committee*** – William Altimore – Alan Wright

***Finance/Personnel Advisory Committee*** – Calvin Jones – Mary Ann Martin – Britt Slocum

The following appointments were also made:

***MASB delegate/alternate*** – Mary Ann Martin (delegate) – Bill Altimore (alternate)

***MASB LRN representative/alternate*** – Angela Witwer (representative) – Alan Wright (alternate)

***ISOA representative/alternate*** – Mary Ann Martin (representative) – Britt Slocum (alternate)

***Township Liaisons*** – Calvin Jones (Delta/Lansing) - Melissa Sherry (Watertown/Windsor)

***Parliamentarian*** – Mary Ann Martin

A motion was presented by Member Martin and supported by Member Witwer. MOTION: The Board of Education accepts the advisory committee assignments and other assignments as presented.

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

***Adjournment***

The meeting adjourned at 6:05 p.m.

Respectfully submitted,

Rebecca L. Pease, Recording Secretary

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
REGULAR MEETING  
January 14, 2013**

***Opening of Meeting***

The regular meeting of the Waverly Community Schools Board of Education was called to order by President Britt Slocum at 6:30 p.m. in the Waverly Middle School Little Theatre, 620 Snow Road, Lansing, MI.

***Members Present:***

Mr. Britt Slocum, President  
Mrs. Angela Witwer, Vice President  
Mrs. Mary Ann Martin, Secretary  
Mr. Calvin Jones, Treasurer  
Mrs. Melissa Sherry, Vice Secretary/Treasurer  
Mr. Alan Wright, Trustee  
Mr. William Altimore, Trustee

***Staff Present:***

Terry Urquhart, Superintendent  
Dorothy Blackwell, Chief Academic Officer  
Evan Nuffer, Director of Finance  
Vincent C. Perkins, Director of Human Services  
Gloria Gonzalez, Student Services Administrator  
Gretchen Mikula  
Barb Tate  
Chris Huff  
Troy Lindley  
Bill Davis  
LuAnn Stuible  
Crystal Benjamin  
Johanna Germain  
Matt Oppenheim  
Jenna Erble  
Rebecca Pease

***Others Present:***

Susie Suchecki  
Ben Suchecki  
James Tate  
Margie Aimery  
Torien Harris  
Tammy Wilson  
Bill Wilson  
Kristi Broessel  
Helene Waters  
George Waters  
Darryl Scott  
McKee Hibbs  
Michelle Hibbs  
Cheryl Lecce  
Karen Martin  
Greg Johnson  
Mimi Patterson  
Kelly Patterson  
Meredith Wright  
Nathan Hiatt  
Tim Suchecki

***Others Present (cont.)***

Toya Williams  
Randy Germain  
Craig Jansen  
Grace Jansen  
Carrie Wheeler  
Jeff Wheeler  
Carolynn Wright  
Eligah Jackson  
Lisa Jackson  
Philip Broessel  
Kelli Broessel  
Nick Thiel  
Amy VandeVuesse  
Steve Holmi  
Hanna Holmi  
Mary Ann Dolehanty  
Alex Dolehanty  
Jennie Mill  
Wendi Pete  
Erin Pete  
Scott Koenigs knecht  
Tony Baker  
Devin Manson  
Austin Jackson  
Jacob Wilson  
Melanie Hunter  
Collin Germain  
Natalie Henry  
Venshee Henry  
Jazmyn Patterson  
Jonathan Patterson  
Makyra Patterson  
Mary Jo White

***Pledge***

The students in the audience led the pledge of allegiance.

***Special Presentations***

Superintendent Urquhart recognized Board Members as January is School Board Recognition Month. Mr. Urquhart stated Waverly Community Schools is joining 552 local and 56 intermediate school districts across the state to thank these community volunteers for their untiring dedication to public education. Serving on a school board has been described as the “toughest volunteer job in America”. Yet Michigan’s public school board members dedicate countless personal hours to attending meetings, school functions, and hours of preparation for the decisions they make. On top of that, many pursue their own professional development to stay on top of the ever-changing education landscape. They are dedicated individuals who are committed to the continuing success of our school and students.

Mr. Urquhart stated we proudly join educators and community members in saluting these education advocates as they provide vision and leadership for student achievement, academic programs, district funding and school facilities and preserve the core of our democracy – public education.

Superintendent Urquhart presented a certificate of recognition and a “Waverly” lapel pin to each Board member.

***Special Presentations (cont.)***

The second special presentation featured recognition of student athletes. Chris Huff, Assistant Principal and Athletic Director, presented certificates to the following fall athletes: ***Cross Country:*** Greg Johnson (All-Conference and All-Conference Academic); McKee Hibbs (All-Conference Academic); Kelli Broessel (All-Conference and All-Conference Academic); Meredith Wright (All-Conference Academic); Kelly Patterson (All-Conference Academic); and Erin Pete (All-Conference Academic); ***Football:*** Torien Harris (All-Conference Academic); Nathan Hiatt (All-Conference Academic); Scott Koenigsknecht (All Conference and All-Conference Academic); Benjamin Suchecki (All Conference Academic); Nick Thiel (All-Conference Academic); Tony Baker (All-Conference); Devin Manson (All-Conference); and Austin Jackson (All-Conference); ***Girls Golf:*** Hanna Holmi (All-Conference Academic); ***Boys Soccer:*** Nick Thiel (All-Conference Academic); Jeff Wheeler (All-Conference Academic); and Jacob Wilson (All-Conference Academic); ***Girls Swim:*** Melanie Hunter (All-Conference Academic); and Grace Jansen (All-Conference); ***Boys Tennis:*** Alex Dolehanty (All-Conference Academic); and Collin Germain (All-Conference Academic); ***Volleyball:*** Natalie Henry (All-Conference Academic); and Jazmyn Patterson (All-Conference Academic).

Athletes unable to attend the meeting were ***Cheerleading:*** Breanna Davis (All-Conference Academic); and Courtney Jackson (All-Conference Academic); ***Cross Country:*** Michael Do (All-Conference Academic); Myranda Castanon (All-Conference Academic); and Kelly Mosher (All-Conference Academic); ***Football:*** Derrick Hartwell (All-Conference); Delano Glosson (All-Conference); LeJchon Marshall (All-Conference); Alante Sims (All-Conference); and Thomas Houston (All-Conference); ***Girls Golf:*** Rachael Rienstra (All-Conference and All-Conference Academic); Lauren Miller (All-Conference Academic); Crystal Tran ( All-Conference Academic and All-State Academic); and Courtney Young (All-Conference Academic); the Girls' Golf Team was also All-State Academic as a team; ***Boys' Soccer:*** Tyler Harris (All-Conference Academic); ***Boys Tennis:*** James Nguyen (All-Conference Academic) and Dean Reik (All-Conference Academic); and ***Volleyball:*** Ta'Lia Allen (All-Conference Academic) and Marissa Helmic (All-Conference Academic).

***Correspondence***

Secretary Martin reported she had received one piece of correspondence which she forwarded on to the Superintendent.

***Public Comment***

Addressing the Board during Public Comment was Barbara Tate who read a letter on behalf of her granddaughter Courtney Jackson.

***Student Representative Report***

Student Representative Kyle Ranieri reported final exams for the first semester are taking place this week. This is a time of anxiety for many students but also a time of excitement as many students form study groups, make flashcards, and proofread essays that they have worked hard to finally complete. Kyle reported the boys' basketball team has had a very successful run with its most recent win last Friday against Eaton Rapids. The team has a current 7-2 record, while the girls' basketball team is 4-7. The swim team and wrestling team both have 1-0 records. Interact has scheduled its annual Student Summit for February 7. This is an opportunity for all student groups and other students with an interest in doing good to come together as a student body. At this event, blankets, mostly funded by the Student Senate, are made and donated to the local Volunteers of America. Kyle reported many students are taking advantage of the library during after school hours. Both the National Honor Society tutoring program and Waverly's Quizbowl Team are using the library on a regular basis when the hours allow.

***Board Member Comment***

Member Sherry told Kyle she always enjoys his reports. She congratulated the fall student athletes, noting they had accomplished a lot. Member Sherry congratulated the new Board officers and extended a warm welcome to new Board member, William Altimore.

***Board Member Comment (cont.)***

Member Witwer thanked all the families for attending the Board meeting in support of their students' accomplishments. She congratulated Waverly Alum Lauren Aitch who has been recognized by The Links, and will be receiving the Athena Young Professional Leadership Award. This is the same group that has partnered with Waverly High School and the Michigan Women's Foundation to sponsor a group of girls in a leadership and character development program named Young Women for Change. Member Witwer announced the Small Business Association of Michigan held their legislative action committee meeting today and spoke in depth about educational centers of excellence and the upcoming Governor's State of the State address. The committee spoke about the focus on education from the Governor's office. Member Witwer stated she has information if anyone would like to see it. She also encouraged Board members to listen to the Governor's State of the State address on Wednesday at 7:00 p.m. Member Witwer welcomed new Board member, William Altimore.

Member Martin thanked Board members who accepted officer and committee appointments. She congratulated the student athletes and their families, wished Dan Carr well, and thanked the Superintendent for the recognition pin. Member Martin stated she attended the Ingham School Officers Association (ISOA) meeting last week, noting there was an elaborate report on RtI and the implications of things happening within the Waverly Community School District. Narda Murphy, Superintendent of Williamston Community Schools, provided a report from the Superintendent's Round Table.

Member Wright announced the high school musical, Aida has been casted (double-casted in most parts). He also acknowledged the Middle School swim team's success.

Member Altimore expressed appreciation for allowing him to be on the School Board, stating it is an honor to serve. He said he will be attending whatever he can to make him a better, more informed Board member. He recently attended MASB Class 101, Introduction to School Board Business, learning a lot that a new school board member needs to know. Member Altimore congratulated the student athletes recognized this evening.

President Slocum welcomed Member Altimore to the Board table and wished everyone a Happy New Year. He thanked Superintendent Urquhart for the "Waverly" lapel pin, stating he loves it. President Slocum congratulated the student athletes for their academic achievement as well as their success in their individual sport.

***Adoption of Agenda***

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

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

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

The minutes of the regular meeting of December 10, 2012 and the special meeting of December 19, 2012 were approved as presented.

***Curriculum Approval for "Understanding HIV and other STI's" for grades 7-8 – For Discussion***

LuAnn Stuible and Crystal Benjamin presented information to the Board regarding the District Health Committee's recommendation to adopt the Michigan Health Model curriculum "Understanding HIV and other STI's for grades 7-8. The curriculum is found to be an appropriate and valuable resource, and correlates with the state objectives, as well as the needs which were presented through the Middle School and High School MIPHY results. This report will be presented for action on January 28, 2013.

***\*\*\*Financial Recommendation – Report #12-45 – For Action***

The Board of Education approved the financial recommendation as presented.

***Personnel Recommendations – Report #12-46 – For Action***

A motion was presented by Member Martin and supported by Member Sherry. MOTION: The Board of Education approves the retirement of Lynn Moule (Elmwood 2<sup>nd</sup> grade teacher); the resignation of Colt School Lunch Assistant Dawn Smith; the transfer of Todd Stiles from Class B High School Custodian to Class C Middle School Custodian; and Coaching stipends for Craig Fields (varsity boys basketball), Les Midgett (Freshman girls basketball), and Jim York, (varsity wrestling).

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

***Extended Field Trip Request – Report #12-47 – For Action***

A motion was presented by Member Jones and supported by Member Witwer. MOTION: The Board of Education approves an extended field trip submitted by Renee Gutierrez, High School Spanish teacher, for 10<sup>th</sup>-12<sup>th</sup> grade Spanish language students to travel to Madrid and Barcelona, Spain in June of 2014.

The trip offers the students an opportunity to gain knowledge and experience other cultures which will contribute to their personal and intellectual development. Because of the timeframe, it is not known how many students will take advantage of this experience. Mrs. Gutierrez has chaperoned two previous student travel trips to Costa Rica and Spain. The estimated cost of the trip is between \$3,000 and \$3,500 which will be paid by the students and their families, with fundraising opportunities available.

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

***Reinstatement of Expelled Student – Report #12-48 – For Action***

A motion was presented by Member Jones and supported by Member Witwer. MOTION: The Board of Education approves the recommendation made by a committee composed of two Board members, one parent, one teacher, and one principal to reinstatement Student A to the Waverly Community Schools, with conditions that were agreed to and set by the committee.

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

***Superintendent's Report***

Superintendent Urquhart stated all effective schools take time to recognize their best and brightest students. He congratulated all the student athletes who were recognized this evening. Mr. Urquhart thanked and congratulated the returning and new officers of the Board and thanked all members for volunteering for committees and other important Board positions. He said actions like these reaffirm their commitment and dedication to the Board. Superintendent Urquhart indicated there is a lot of specific and important work to do in the coming months.

Superintendent Urquhart reported the District has a budget timeline, and work has already started. The Board will meet on January 28 for a work/study session and will look at the budget plan to reduce/eliminate the budget deficit. Also to be discussed at the meeting will be the technology bond and energy project.

Superintendent Urquhart thanked the Board for all they do and urged them to wear their “Waverly” pin with pride.

***Public Comment***

None

***Other Board Business***

Member Martin welcomed Member Altimore, noting she is glad to have him on the Board.

***Adjournment***

The meeting adjourned at 7:30 p.m.

Respectfully submitted,

Mary Ann Martin, Secretary

\*\*\*Consent Agenda

rlp

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
SPECIAL MEETING  
January 17, 2013**

***Opening of Meeting***

The first special meeting of the Waverly Community Schools Board of Education was called to order by President Britt Slocum at 5:58 p.m. in the Board Room of the Waverly Community Schools Administrative Center, 515 Snow Road, Lansing, Michigan

***Members Present:***

Mr. Britt Slocum, President  
Mrs. Angela Witwer, Vice President  
Mrs. Mary Ann Martin, Secretary  
Mr. Calvin Jones, Treasurer  
Mrs. Melissa Sherry, Vice Secretary/Treasurer  
Mr. Alan Wright, Trustee

***Member Absent:***

Mr. William Altimore, Trustee

***Staff Present:***

Mr. Terry Urquhart, Superintendent  
Mr. Vincent C. Perkins, Director of Human Services  
Mr. Troy Lindley, Waverly High School Principal  
Mr. Tracy Thomas, Waverly High School Deputy Principal

***Others Present:***

Student A  
Parent  
Aunt  
Coach

***Purpose:***

The purpose of the meeting was a student disciplinary hearing.

***Closed Meeting:***

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

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

VOTE: AYES - 6 (Members Slocum, Witwer, Martin, Jones, Sherry, and Wright); NAYS – 0 (Member Altimore absent).

The Board entered into closed session at 6:00 p.m.

***Discussion:***

The Board, administration, student and parent discussed the disciplinary incident.

***Return to Open Session***

The Board returned to open session at 7:47 p.m.

***Motion to Suspend:***

A motion was presented by Member Martin and supported by Member Witwer. MOTION: The Board of Education suspends Student A from the District's schools, programs and activities until September 1, 2013. Student A must attend Potterville Public Schools Alternative Education Program and receive the appropriate number of credits for the remainder of the 2012-2013 school year. Student A must continue to attend counseling and anger management sessions at the student/parent's expense. Student A must have written documentation from a licensed professional regarding his mental state and assurance that he will

not be a threat to himself or others upon returning to Waverly High School. Student A must refrain from being on Waverly Community Schools' property during the suspension. Student A's probation officer and/or parent must give frequent reports to Mr. Perkins regarding his academics, as well as his behavior throughout the term of the suspension.

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

***Adjournment***

The meeting adjourned at 7:52 p.m.

Respectfully submitted,

Mary Ann Martin, Secretary  
rlp

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
SPECIAL MEETING  
January 17, 2013**

***Opening of Meeting***

The second special meeting of the Waverly Community Schools Board of Education was called to order by President Britt Slocum at 8:00 p.m. in the Board Room of the Waverly Community Schools Administrative Center, 515 Snow Road, Lansing, Michigan

***Members Present:***

Mr. Britt Slocum, President  
Mrs. Angela Witwer, Vice President  
Mrs. Mary Ann Martin, Secretary  
Mr. Calvin Jones, Treasurer  
Mrs. Melissa Sherry, Vice Secretary/Treasurer  
Mr. Alan Wright, Trustee

***Member Absent:***

Mr. William Altimore, Trustee

***Staff Present:***

Mr. Terry Urquhart, Superintendent  
Mr. Vincent C. Perkins, Director of Human Services  
Mr. Troy Lindley, Waverly High School Principal  
Mr. Tracy Thomas, Waverly High School Deputy Principal

***Others Present:***

Student B  
Parent  
Brother  
Sister  
Campus Life Director

***Purpose:***

The purpose of the meeting was a student disciplinary hearing.

***Closed Meeting:***

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

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

VOTE: AYES - 6 (Members Slocum, Witwer, Martin, Jones, Sherry, and Wright); NAYS – 0 (Member Altimore absent).

The Board entered into closed session at 8:02 p.m.

***Discussion:***

The Board, administration, student and parent discussed the disciplinary incident.

***Return to Open Session***

The Board returned to open session at 9:25 p.m.

***Motion to Suspend:***

A motion was presented by Member Martin and supported by Member Jones. MOTION: The Board of Education suspends Student B from the District's schools, programs and activities until September 1, 2013.

Student B will be allowed to attend the Ombudsman Program for the remainder of the 2012-2013 school year. Student B must attain 23 credits by May 24, 2013 and have no disciplinary actions for the remainder of the 2012-2013 school year to earn a Waverly Community Schools' diploma. Student B may apply to participate in the Waverly Community Schools' Commencement Ceremony on June 1, 2013 with the following stipulations: Student B must attain 23 total credits before May 24, 2013. Before April 19, 2013, Student B must apply in writing to participate in the ceremony. A meeting will be scheduled with administration, Student B, and Student B's guardian to determine if Student B is permitted to participate in the Commencement Ceremony. Student B must not have any disciplinary situations which result in suspension for the remainder of the 2012-2013 school year.

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

***Adjournment***

The meeting adjourned at 9:31 p.m.

Respectfully submitted,

Mary Ann Martin, Secretary  
rlp

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
SPECIAL MEETING  
January 25, 2013**

***Opening of Meeting***

The special meeting of the Waverly Community Schools Board of Education was called to order by President Britt Slocum at 8:03 a.m. in the East Conference Room, 3131 W. Michigan Avenue, Lansing, Michigan.

***Members Present:***

Mr. Britt Slocum, President  
Mrs. Angela Witwer, Vice President (arrived at 8:14 a.m.)  
Mrs. Mary Ann Martin, Secretary  
Mrs. Calvin L. Jones, Treasurer  
Mrs. Melissa Sherry, Vice Secretary/Treasurer  
Mr. Alan Wrights, Trustee  
Mr. William Altimore, Trustee

***Staff Present:***

Mr. Terry Urquhart, Superintendent  
Mr. Evan Nuffer, Director of Finance  
Ms. Rebecca Pease, Administrative Assistant

***Others Present:***

Mr. Paul Twiggs, Barton Malow  
Mr. Jeff Atkins, Barton Malow

***Purpose:***

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

***Curriculum Approval for “Understanding HIV and other STIs” for Grades 7-8 – Report #12-49 – For Action***

A motion was presented by Member Jones and supported by Member Sherry. MOTION: The Board of Education approves the Michigan Health Model curriculum “Understanding HIV and other STIs” for grades 7-8.

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

***Extended Field Trip – Report #12-50 – For Action***

A motion was presented by Member Martin and supported by Member Wright. MOTION: The Board of Education approves a request submitted by Renee Gutierrez, High School Spanish teacher, for 10<sup>th</sup>-12<sup>th</sup> grade Spanish language students to travel to Peru (Lima, Cuzco, Machu Picchu, and the Amazon) for ten days in June of 2014. The trip offers the students an opportunity to gain knowledge and experience from other cultures which will contribute to their personal and intellectual development. Because of the timeframe, it is not known how many students will take advantage of this experience. Mrs. Gutierrez has chaperoned two previous student travel trips to Costa Rica and Spain. The estimated cost is between \$3,000 and \$3,500 which will be paid by the students and their families, with fundraising opportunities available.

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

NOTE: This trip replaces a trip to Madrid and Barcelona, Spain which was approved at the January 14, 2013 Board meeting. That trip was canceled due to the increase in cost per student.

***Technology Bond Discussion – Barton Malow***

Following the presentation of reports, Paul Twiggs and Jeff Atkins of Barton Malow, consultants in preparation for a potential technology bond proposal, provided a PowerPoint presentation of the scope of the proposed Waverly project and the timeline. This was followed by a question and answer period with Board members.

The Board recessed at 9:45 a.m. and reconvened at 9:55 a.m.

***Budget Discussion***

The next agenda item was a budget discussion also featuring a PowerPoint presentation. A motion was presented by Member Altimore and supported by Member Jones: MOTION: The Board of Education goes into closed session for the purpose of discussing contracts.

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

Members Slocum, Witwer, Martin, Jones, Sherry, Wright, and Altimore were presented and voted in the affirmative (7-0).

The Board went into closed session at 10:05 a.m. and returned to open session at 11:30 a.m.

Other topics discussed were the Ombudsman program and discipline/expulsion hearings.

***Adjournment***

The meeting adjourned at 12:06 p.m.

Respectfully submitted,

Mary Ann Martin, Secretary  
rlp

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
REGULAR MEETING  
February 11, 2013**

**For Discussion**

**Subject:** High School Program of Studies 2013-2014

**Recommendation:**

It is recommended that the Board of Education approve the following changes to Waverly High School's Program of Studies:

\*Course currently exists in Program of Studies

College Prep U.S. History/Geography (No budget impact)

Honors U.S. History/Geography (No budget impact)

College Prep World History/Geography (No budget impact)

College Prep Economics (No budget impact)

\*Life and Human Development (No budget impact)

Art History (Supplies - \$500.00)

\*English 9- Pilot course for year 2012-13 (No budget impact)

Literature Through Film (\$200.00)

Writing for Publication – Issues & Writing (\$1,500 est.)

Physical Science (No budget impact)

Geology (No budget impact)

\*Honors Physics (formerly CP Physics)-Course name change

\*Physics (formerly Introductory Physics)-Course name change

Meteorology/Oceanography (No budget impact)

Human Biology (Textbooks - \$3,500.00 est.)

Botany (Textbooks - \$3,500.00 est.)

Honors Biology (No budget impact)

Chemistry (No budget impact)

\*Honors Chemistry- (formerly College Prep Chemistry)-Course name change (No budget impact)

\*American Sign Language I-pilot course for year 2012-2013 (No budget impact)

\*American Sign Language II - pilot courses for year 2012-2013 (No budget impact)

French III/IV (No budget impact)

Spanish V/VI (No budget impact)

Statistics (textbooks \$2,100.00 est.)

AP Calculus B/C (No budget impact)

Aquatics/Lifeguard (\$1,500.00 est.)

**Budget Impact:**

Based on the above estimates, the budget impact would be approximately \$11,900.

**Statement of Purpose/Issue:**

This is the time of year that High School Program of Studies issues are brought to the Board of Education. This occurs so that development of the 2013-2014 course scheduling can begin. This includes the revision and printing of the High School Program of Studies booklet which is used in the process for course selection. These recommendations will provide each student more course options appropriate to their educational needs, while still allowing them to meet local and state standards.

**Goals Addressed:**

Strategy #1 We will enhance communications within the district and with the community to improve relationships among all key constituent groups to better achieve our mission.

Strategy #3 We will enhance the quality of classroom instruction.

Strategy #5 We will enhance and implement the tools and instruction to develop each student's proficiency in 21<sup>st</sup> century technology skills.

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
REGULAR BOARD MEETING  
February 11, 2013**

**Report #12-51**

**FOR ACTION\*\*\***

**Subject:**

Financial Recommendation

**Recommendation:**

It is recommended the following be approved:

**Treasurer's Report:**

The cash balance, net of related short term debt, as of December 31, 2012 was \$467,836.99. Receipts during January, consisting of property taxes, state aid and other revenues in the amount of \$3,937,918.64\*, minus disbursements during January of \$2,584,325.53, left the district with a General Fund cash balance, net of related short term debt, as of January 31, 2013, of \$1,821,430.10.

\*The first of five installments payments on the State Aid Note was deducted from January's receipt of State Aid.

**Waverly Community Schools  
Budgetary Comparison Schedule  
For the Month Ended January 31, 2013**

	Revised Budget	Actual	Over (Under) Budget	% Available
<b>Revenue</b>				
Local sources	8,619,899	5,098,461	(3,521,438)	40.9%
State sources	15,651,414	5,619,498	(10,031,916)	64.1%
Federal sources	2,105,641	801,388	(1,304,253)	61.9%
Intergovernmental	1,969,813	967,964	(1,001,849)	50.9%
Transfers In	87,215	-	(87,215)	100.0%
<b>Total revenue</b>	<b>28,433,982</b>	<b>12,487,311</b>	<b>(15,946,671)</b>	<b>56.1%</b>
<b>Expenditures</b>				
<b>Current:</b>				
<b>Instruction:</b>				
Basic program	14,541,570	6,627,370	(7,914,200)	54.4%
Added needs	3,361,254	1,517,737	(1,843,517)	54.8%
<b>Total instruction</b>	<b>17,902,824</b>	<b>8,145,107</b>	<b>(9,757,717)</b>	<b>54.5%</b>
<b>Support Services:</b>				
Pupil	1,827,209	845,713	(981,496)	53.7%
Instructional staff	1,664,724	841,119	(823,605)	49.5%
General administration	396,017	222,451	(173,566)	43.8%
School administration	1,847,393	974,734	(872,660)	47.2%
Business	424,857	275,896	(148,960)	35.1%
Operations and maintenance	3,129,986	1,690,747	(1,439,239)	46.0%
Pupil transportation services	957,308	432,775	(524,533)	54.8%
Central	632,092	378,588	(253,504)	40.1%
Other	117,850	19,599	(98,251)	83.4%
<b>Total support services</b>	<b>10,997,435</b>	<b>5,681,621</b>	<b>(5,315,814)</b>	<b>48.3%</b>
Athletics	395,960	246,587	(149,373)	37.7%
Community services	5,925	4,626	(1,299)	21.9%
Community services	2,618	438	(2,180)	83.3%
Debt service:			-	0.0%
Principal	-	-	-	0.0%
Interest	-	-	-	0.0%
Capital outlay	378,951	302,588	(76,363)	20.2%
Payments to other public schools	280,884	112,892	(167,992)	59.8%
<b>Total expenditures</b>	<b>29,964,597</b>	<b>14,493,860</b>	<b>(15,470,737)</b>	<b>51.6%</b>
Excess of Revenue (Under)Over Expenditures	(1,530,615)	(2,006,549)	(475,934)	
Transfers Out	878	-	(878)	100.0%
Net Change in Fund Balance	(1,531,493)	(2,006,549)	(475,056)	
Fund Balance - Beginning of year	4,066,016	4,066,016		
Fund Balance - End of year	2,534,523	2,059,467	(475,056)	
	8.5%			

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
REGULAR MEETING  
February 11, 2013**

**Report #12-52**

**FOR ACTION**

**Subject:        Personnel Recommendations**

A.        Retirement – Certified

<u>Name</u>	<u>Position</u>	<u>Years</u>	<u>Effective</u>
Stephen Wood	Colt Social Worker	14 years	6/7/13

B.        Retirement – Non Certified

<u>Name</u>	<u>Position</u>	<u>Years</u>	<u>Effective</u>
Sara Blessing	High School Attendance Secretary	20 years	3/29/13

C.        Employment – Non Certified

<u>Name</u>	<u>Position</u>	<u>Class/Salary</u>	<u>Effective</u>
Miroslava Cvriljevic	Colt Lunch Assistant	Class G/\$9.57	1/7/13

D.        Coaching – High School/Middle School

<u>Name</u>	<u>Assignment</u>	<u>Step</u>	<u>Stipend</u>	<u>Effective</u>
Lance Berrier	Interim JV Girls Basketball Coach	½ of 3	\$2002.50	Winter Season

**Waverly Community Schools  
Board of Education  
Regular Meeting  
February 11, 2013**

**FOR ACTION**

**Subject:       Extended Field Trip**

The Superintendent recommends the Board of Education approves an extended field trip to Europe in June of 2014, submitted by Robert Lurie, High School Social Studies teacher. The trip is titled History: World War II and the Western front, and is scheduled for mid-June of 2014, lasting 13 days. The trip is being planned in conjunction with EF Educational Tours, a leader in arranging international education travel opportunities for high school students. With the focus of the trip being World War II in Europe, students will gain firsthand knowledge of this event by visiting a number of relevant sites, including London, Normandy Beach, Paris, Bastogne, and Berlin. However, learning will not be limited to the World War II. Students will learn about other historical events as well as contemporary culture in the four countries (England, France, Belgium, and Germany) they will be visiting.

Approximately 25 student and 11 adults have currently expressed interest in the trip. The estimated cost per person is \$3,600, with students supplementing their own funds with money earned through fundraising.

**Waverly Community Schools  
Board of Education  
Regular Meeting  
February 11, 2013**

**Report #12-**

**FOR ACTION**

**Subject:       Extended Field Trip**

The Superintendent recommends the Board of Education approves an extended field trip submitted by band director, David Gorbe, for the Waverly High School Marching Band to travel to Orlando, Florida May 22-27, 2014. The marching band will perform and participate in workshops at one of the Disney Parks, giving students a glimpse of a career in music performance, as well as the opportunity to perform in a very famous venue. It is the goal that 75 students will take advantage of this opportunity, along with 10-12 chaperones. The students will travel by motor coaches and will be housed at the Hilton Garden Inn in Orlando. While in Florida, students will visit Epcot, Hollywood Studios, Blizzard Beach or Typhoon Lagoon, Disney's Magic Kingdom, and Universal studios. Cost per student is estimated at \$934, but may fluctuate depending on the actual number of participants. Students who have participated in fundraisers have student activity accounts set up which provides money to pay for trips and band camp. Parents will pay any difference. Students will be out of the traditional classroom setting two days, Friday, May 23 and Tuesday, May 27, 2014.