



# **Waverly Community Schools**

## **Regular Meeting**

**Monday, September 9, 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 September 9, 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 - President Britt Slocum
- II. Special Presentations
- III. Correspondence
- IV. Public Comment
- V. Student Representative Report
- VI. Board Member Comment
- VII. Adoption of Meeting Agenda
- VIII. \*\*\*Approval of Minutes 3
- IX. Presentation of Reports
  - A. \*\*\*Recommendation to approve Report #13-24, Financial Report 9
  - B. \*\*\*Recommendation to approve Report #13-25, Certification of Winter Tax Levy 10
  - C. \*\*\*Recommendation to approve Report #13-26, Personnel Report 12
- X. Superintendent's Report
- XI. Public Comment
- XII. Other Board Business
- XIII. Adjournment

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
REGULAR MEETING  
August 12, 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 Board Room of the Waverly Community Schools Administrative Office, 515 Snow Road, Lansing, Michigan.

***Members Present:***

Mr. Britt Slocum, President  
Mrs. Angela Witwer, Vice President  
Mrs. Melissa Sherry, Vice Secretary/Treasurer  
Mr. Alan Wright, Trustee  
Mr. Joe Chahine, Trustee

***Member Absent:***

Mrs. Mary Ann Martin, Secretary  
Mr. Calvin Jones, Treasurer

***Staff Present:***

Terry Urquhart, Superintendent  
Evan Nuffer, Director of Finance  
Vincent C. Perkins, Director of Human Services  
Gretchen Mikula  
Tim Lyman  
Ann Ferrin  
Kim Walker  
Lance Enderle  
Shawn Talifarro  
Matt Oppenheim  
Dani Gimm  
Helene McNeilly  
Mary Wilson  
Craig Paksi  
Patty Little  
Beth D'Mello  
Lisa Hamilton  
Nicole Davidson  
Justin Haas  
Katherine Borucki  
Megan Karinen  
Alicia Byrd  
Leanne Ciampa  
Rebecca Pease

***Others Present:***

Mary Jo White  
Representative Theresa Abed  
Amy Lyman  
Casey Chahine  
Mitchel Chanine  
Michelle Chahine  
Eleanor Fisher  
Mary Anderson  
Jerry Smith  
Shannon Rodriguez  
Saul Rodriguez  
Renee' Dodd

**Others Present:** Victoria Watson  
Ashley Clark  
April Gonzales  
Christopher Mann  
Dawn Plenar

***Pledge***

Board member Joe Chahine led the pledge of allegiance.

President Slocum stated he was adding “Introduction of New Staff Members” as item IIC.

***Oath of Office***

President Slocum administered the Oath of Office to Member Chahine.

***State Representative Theresa Abed***

State Representative Theresa Abed addressed the Board about educational issues. She stated education is her passion, working in schools for 30 years before becoming a State Representative. She currently serves on the Education, Insurance, and Regulatory Reform committees. Representative Abed stated she feels schools are being dismantled, and the District can’t have a stronger advocate than her for our children.

Member Sherry asked how Representative Abed would keep in touch with Waverly. Representative Abed stated she is very involved and welcomes anyone from the Board or community to call her at any time. She said holding coffees, and going door-to-door, being accessible and communicating are critical, as she is trying to reach out in as many ways as she can. With regard to Merit Curriculum, Representative Abed stated we are shutting down doors to students instead of opening them. She said we need to honor, respect, and encourage our students on all paths.

Member Slocum asked when Waverly was going to be made whole again financially. She stated it can’t be solved by throwing money. We need to invest in our schools and correct the inequality. She told Member Slocum she shares his concern.

***Personnel – New Hires***

Colt Principal, Shawn Talifarro, introduced two new teachers in her building. Katherine (Katie) Borucki will be teaching Kindergarten, and Megan Karinen is a .8 Behavior Intervention Specialist. Elmwood principal, Tim Lyman, introduced Nicole Davidson, third grade teacher, and Justin Haas, 4<sup>th</sup> grade teacher. Vince Perkins introduced Lance Enderle, Middle School Special Education teacher. He announced the hiring of Holly Blake, .5 HS Alternative Education Special Education teacher; Jodie Boehke, HS Alternative Education teacher; and Eric Sheets, HS Alternative Education teacher.

***Correspondence***

None

***Public Comment***

Addressing the Board during Public Comment were Shannon Rodriguez, April Gonzales, Christopher Mann, Saul Rodriguez, Renee’ Dodd, Victoria Watson, Dawn Plenar, Mary Wilson, Jerry Smith, and Ashley Clark.

***Student Representative Report***

None

***Board Member Comment***

Member Chahine stated he is looking forward to serving the students and learning from the Board. President Slocum welcomed Member Chahine to the Board.

***Adoption of Agenda***

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

Motion carried. VOTE: AYES – 5; NAYS – 0 (Member Jones and Member Martin absent).

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

The minutes of the organizational meeting of July 8, the special meeting of July 12, 2013, and the special meeting of July 24, 2013 were approved as presented.

***\*\*\*Financial Report – Report #13-18 – For Action***

The treasurer's report was approved as presented.

***Establish and Maintain One (1) Common Debt Retirement Fund – Report #13-19 – For Action***

A motion was presented by Member Wright and supported by Member Witwer. MOTION: The Board of Education approves the resolution to establish and maintain one (1) common debt retirement fund pursuant to the Revised School Code of 1976, Act 451 as amended.

Motion carried. VOTE: AYES – 5; NAYS – 0 (Member Jones and Member Martin absent).

***\*\*\*Personnel Report – Report #13-20 – For Action***

The Board of Education approved the employment of: Holly Blake (.5 HS Alternative Education Special Education teacher); Jodie Boehlke (HS Alternative Education teacher); Nicole Davidson (Elmwood 3<sup>rd</sup> grade teacher); Lance Enderle (MS Special Education teacher); Justin Haas (Elmwood 4<sup>th</sup> grade teacher); Eric Sheets (HS Alternative Education teacher); Katherine Borucki (Colt Kindergarten teacher); and Megan Karinen (Colt .8 Behavior Intervention Specialist); the resignation of Kirstina Boomer (HS Math teacher); Nathan Stephenson (MS Rtl Coach); and Nick Helbe (HS Sign Language teacher); the employment of Paul Milligan (Auditorium Manager); Alicea Anderson (HS paraprofessional); and Miranda Ridenour (.5 HS Althalternative Education paraprofessional); the resignation of Ashleigh Winkleman (Elmwood Title I paraprofessional); Bridget Kelly (Winans Title I paraprofessional); Rachel Stanton (Winans Title I paraprofessional); and Theresa Rowley (Winans lunch assistant); the employment (recall) of Barb Morton (Winans ASD paraprofessional); and leave of absence for Kathy Breidinger (Elementary art teacher).

***Ratification of Master Agreement – International Union of Operating Engineers (Local 324 AFL-CIO), Bus Drivers – Report #13-21 – For Action***

A motion was presented by Member Sherry and supported by Member Witwer. MOTION: The Board of Education approves the tentative agreement as negotiated between the International Union of Operating Engineers (Local 324 AFL-CIO), Bus Drivers and the Board of Education as presented.

Motion carried. VOTE: AYES – 5; NAYS – 0 (Member Jones and Member Martin absent).

***Technology – For Discussion***

Superintendent Urquhart stated Administration continues to look at technology since the Board's unfavorable vote in June. There are currently three technology employees left, one union and two non-union. A new short-term plan with Ingham ISD guarantees jobs with the ISD. The plan is scheduled to be presented at the Board's PD session on August 26.

***Superintendent's Report***

Superintendent Urquhart reported the Board Professional Development session on August 26 will include marketing (redesign of the Warrior and new motto); unity (working together as a collective group toward student achievement); and technology plan (recommendation to approve Fanning-Howey as the architect).

***Superintendent's Report (cont.)***

Superintendent Urquhart reminded Board members of the joint meeting of the Waverly School Board and the Delta Township Board on Monday, September 30 at 6:00 p.m. at the Delta Township Offices.

***Public Comment***

Addressing the Board during Public Comment was Amy Lyman.

***Other Board Business***

President Slocum reported he spent the weekend at a Board President's workshop, renewing his enthusiasm as President.

***Adjournment***

The meeting adjourned at 8:15 p.m.

Respectfully submitted,

Melissa Sherry  
Vice Secretary-Treasurer

rlp  
\*\*\*Consent Agenda

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
SPECIAL MEETING  
August 26, 2013**

***Opening of Meeting***

The special meeting of the Waverly Community Schools Board of Education was called to order by President Britt Slocum at 8:10 a.m. in the Board Room of the Michigan Association of School Boards office, 1001 Centennial Way, Suite 400, Lansing, Michigan.

***Members Present:***

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

***Staff Present:***

Mr. Terry Urquhart, Superintendent  
Rebecca Pease

***Others Present:***

Misty Raatz, Fanning Howey  
John Davids, Fanning Howey  
Daryl Tilley, Ingham ISD  
Mike Lilly, Ingham ISD  
Mary Jo White

***Purpose***

The purpose of the meeting was Board professional development, with two action items: Architect Selection – Fanning Howey, and Technology Shared Services Proposal.

***Architect Selection – Fanning Howey – Report #13-22 – For Action***

A motion was presented by Member Martin and supported by Member Jones. MOTION: The Board of Education name Fanning Howey of Novi, Michigan, to be the district's architect to design and carry out building and site remodeling, upgrade and additions to be funded by the way of a bond proposal passed on May7, 2013. The superintendent is authorized to enter into agreements with Fanning Howey to carry out the needed studies, tasks and designs in preparation for the bond projects.

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

Other topics discussed by the Board included review of the 2012-2013 school, the budget deficit, team building, the energy project, and marketing of the District.

***Technology Shared Services Proposal – Report #13-23 – For Action***

A motion was presented by Member Wright and supported by Member Jones. MOTION: The Board of Education enters into an agreement with Ingham Intermediate School District (IISD) to accept an efficient, cost-effective model of technology support including operational, infrastructure and instructional technology.

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

***Adjournment***

The meeting adjourned at 1:54 p.m.

Respectfully submitted,

Mary Ann Martin, Secretary

rlp

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
REGULAR BOARD MEETING  
September 9, 2013**

**Report #13-24**

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

**Subject:**

Financial Report

**Recommendation:**

It is recommended the following be approved:

**Treasurer's Report:**

The cash balance as of July 31, 2013 was \$1,708,677.20. Receipts during August, consisting of property taxes, state aid and other revenues in the amount of \$4,364,513.15 minus disbursements during August of \$2,304,362.52, left the district with a General Fund cash balance, as of August 31, 2013, of \$3,767,955.45.

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
REGULAR MEETING  
September 9, 2013**

**Report #13-25**

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

**Subject:**

Certification of Winter Tax Levy

**Recommendation:**

The Superintendent recommends the Board of Education adopts the proposed winter tax levy for the City of Lansing, Delta Township, Lansing Township, Watertown Township and Windsor Township. A certified copy is affixed to the official minutes of this meeting. A copy of the certification (L-4029) is included in the support materials.

**Statement of Purpose:**

To certify the tax levy, allowing local taxing units to collect winter taxes for the district.

**Budget Impact:**

If the certification of tax levy is not adopted, taxing units will not collect winter taxes for the school district.

**Historical Perspective:**

Section 380.1213 of Michigan School Code provides that the Secretary of the Board of Education file a certified copy of a resolution adopted by the Board, stating the number of mills to be levied on taxable properties within the school district. This certification is to be filed with the appropriate township(s) and city clerk(s).

A breakdown of the winter tax levy is as follows:

<u>Operating</u>	<u>Rate <sup>(1)</sup></u>	<u>Rate <sup>(2)</sup></u>	<u>Expires</u>
All – Voted (Hold Harmless)	2.2375	4.4750	December 31, 2022
Commercial Personal – Voted	5.2375	10.4750	December 31, 2022
Non-Home – Voted	6.7625	13.5250	December 31, 2022
 <u>2005 Refunding Debt</u>			
All	3.3000	6.2900	December 31, 2020
 <u>2013 Building and Site Debt</u>			
All	0.5600	0.5600	December 31, 2022
 <u>2013 Refunding Debt</u>			
All	0.7700	0.7700	December 31, 2020

<sup>(1)</sup> – City of Lansing, Lansing Township and Delta Township

<sup>(2)</sup> – Watertown Township and Windsor Township

The winter levy for the City of Lansing, Lansing Township and Delta Township is based upon fifty percent (50%) of the total levy.

**Discussion of Options:**

The Board may adopt the recommendation as presented, reject the recommendation or could reduce the amount of any of the above levies. Any reduction in tax levy will result in the loss of revenue for the District.

**Strategic Plan Reference:**

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

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
REGULAR MEETING  
September 9, 2013**

**Report #13-26**

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

**Subject:            Personnel Recommendations**

**A.        Employment – Certified**

<u>Name</u>	<u>Position</u>	<u>Step/Salary</u>	<u>Effective</u>
Sara St. John	Colt Kindergarten Teacher	MA+0, Step 2/\$43,795	8/27/13
Jill Maxwell	HS Sign Language Teacher	BA+20, Step 3.5/\$46,341	8/27/13
Amanda Bates	.6 Elmwood/Colt Art Teacher	BA+20, Step 4/\$28,430	8/27/13
Jeffrey Smith	HS Social Studies Teacher	MA+0, Step 7.5/\$59,135	8/27/13
Jonathan Hayden	HS Math/Physics Teacher	MA+0, Step 8/\$60,459	8/27/13
Charles Tolhurst	.7 Winans Behavior Specialist	MA+0, Step 5.5/\$37,673	8/27/13
John Langstaff	HS English Teacher	MA+0, Step 3/\$43,585	8/29/13

**B.        Resignation – Certified**

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective</u>
Lance Kinstner	Middle School Teacher	Personal	8/9/13
Jack Vogel	HS Science Teacher	Personal	8/19/13
Carmon McClure-Mobley	Winans Social Worker	Personal	8/23/13
Ashley Beech	Elementary Music Teacher	Personal	8/26/13

**C.        Employment – Non Certified**

<u>Name</u>	<u>Position</u>	<u>Class/Salary</u>	<u>Effective</u>
Shawn Koster	Payroll Specialist	Class A/\$17.61	8/12/13
Amy Greeley	Winans Lunch Assistant	Class G/\$9.57	8/19/13
Melissa Finegan	Colt ELMS	Class I/\$15.20	8/27/13
Allison Parker	Winans Title I Parapro	Class II/\$13.96	8/27/13
Elizabeth Bergh	Colt Lunch Assistant	Class G/\$9.57	9/3/13

**D.        Resignation – Non-Certified**

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective</u>
Cindy Betts	HS Food Service Leader	Personal	8/9/13
Al Momrik	Director of Technology	Personal	8/16/13
Sandra Fenner	MS Lunch Server	Personal	8/29/13
Brenda Lusk	East Lunch Assistant	Job Abandonment	8/30/13
Eldon McGraw	Director of Communications	Personal	9/19/13

**E.        Retirement– Non-Certified**

<u>Name</u>	<u>Position</u>	<u>Years</u>	<u>Effective</u>
Jan Duffy	MS Paraprofessional	21 yrs.	8/30/13

**F.        Coaching – High School/Middle School**

<u>Name</u>	<u>Assignment</u>	<u>Step</u>	<u>Stipend</u>	<u>Effective</u>
Mark Feinauer	HS Varsity Girls Golf Coach	3	\$4,161	Fall Season
Ruth Lamb	HS Varsity Volleyball Coach	3	\$5,072	Fall Season
Jerry Smith	HS Varsity Boys Tennis Coach	3	\$4,358	Fall Season
Anthony Walker	HS Varsity Football Coach	3	\$5,739	Fall Season