



Waverly Community Schools

Regular Meeting

Monday, September 23, 2013 6:30 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 September 23, 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. Facility and Policy
 - 1. Committee Report - Alan Wright
 - B. Finance & Personnel
 - 1. Committee Report - Calvin Jones 7
 - 2. ***Recommendation to approve Report #13-27, Personnel Report 9
- X. Superintendent's Report
- XI. Public Comment
- XII. Other Board Business
- XIII. Adjournment
- XIV. ***Consent Agenda

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

Terry Urquhart, Superintendent
Evan Nuffer, Director of Finance
Vincent C. Perkins, Director of Human Services
Gloria Gonzalez, Students Services Administrator
Shawn Talifarro
Matt Oppenheim
Becky McQuillan
Dani Gimm
Pat Albright
Michelle Frederick
Sara St. John
Melissa Finegan
Jill Maxwell
Rebecca Pease

Others Present:

Mary Jo White
Richard Redman
Bridgett Redman

Pledge

Richard Redman led the pledge of allegiance.

Personnel – New Hires

Colt Principal, Shawn Talifarro, introduced two new teachers in her building. Sara St. John will be teaching Kindergarten, and Melissa Finegan will be an Elementary Library Media Specialist. High School Principal, Troy Lindley, introduced Jill Maxwell, who will be teaching American Sign Language (ASL).

Correspondence

None

Public Comment

Addressing the Board during Public Comment were Bridgett Redman and Richard Redman.

Student Representative Report

Student Representative Kyle Ranieri reported there will be an Open House at the High School on Tuesday, September 10 from 6:30-8:30 p.m. This is an opportunity for parents to become acquainted with their students'

Student Representative Report (cont.)

teachers and administrators, and become more familiar with the school in general. Most of the students volunteering at this Open House are from the National Honor Society or Student Senate.

This year, the High School changed from a six-period day to a seven-period day. There were a number of reasons for this, but one specific reason was so that students could have more flexibility in their schedules and take classes that they otherwise would not have been able to take. So far, the reaction has been positive from the student body because of the benefits of taking an extra class and slightly shorter class periods. A few concerns have been raised concerning A & B lunch and difficulty scheduling group meetings.

Friday, September 13 marks the second year of the Senior Challenge that was started by Principal Lindley last year. It is an opportunity for students to express both their school and class pride in friendly competition. Last year the Senior Challenge didn't turn out as was expected when the sophomores asserted themselves as a force to be reckoned with. It will be interesting to see how the current senior class fares against the menacing Class of 2015.

Kyle addressed the issue of library hours, noting the student body wants more library hours for studying and using the ITC (Information Technology Center).

Board Member Comment

Member Sherry welcomed Kyle Ranieri back to the Board table. She stated she went to Colt to greet students on opening day, and saw an old friend, Melissa Finegan, who has been hired as the library support person. Member Sherry welcomed Ms. Maxwell as the ASL teacher at the High School. She noted the High School football team has not had a spectacular season year, but she is looking forward to future games.

Member Jones also welcomed Kyle back as Student Representative. He congratulated staff and the Board for a successful professional development session. Member Jones congratulated Barb Knighton for being named National Teacher of the Year by the National Council of Social Studies. He reported he was at Waverly High School on opening day to welcome students and staff. Member Jones informed Board members the Board of Water & Light First Step Program will have a kick-off meeting on September 12th for Lansing and Waverly students. There are ten possible openings. He encouraged Board members to be there to support Waverly students.

Member Witwer welcomed back Kyle.

Member Martin stated she was glad to see Kyle's smiling face. She said she was at East on opening day, and also stopped by the High School and Winans and said "happy new year" to teachers, parents, and students. Member Martin reported all students at Winans are receiving free breakfast every day. Member Martin said there were JV football, soccer, tennis and volleyball games all going on last Thursday night at Waverly. She relayed information about a recent soccer game between the High School soccer team and alumni. All alumni players wore the number 18 on the back of their shirts in memory of her son Oliver. She stated they also gave her a soccer ball and roses.

Member Wright welcomed Kyle back and said there is no way the Seniors will be beaten this year. He reported a great start to school and thanked Tracy Thomas for helping his son find his locker at the High School. Member Wright reported the tennis team is 1-1-1, and is a third of the way through its schedule. He said the marching band blew him away. It is a larger group, has a huge, great sound and had the most productive band camp in a while.

Adoption of Agenda

President Slocum stated he pulled Item IX C (Personnel Report) from the consent agenda at the request of a Board member.

A motion was presented by Member Jones and supported by Member Martin. MOTION: The Board of Education approves the agenda as presented, with the removal of the Personnel Report from consent.

Adoption of Agenda (cont.)

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

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

The minutes of the regular meeting of August 12, 2013 and, the special meeting of August 26, 2013, were approved as presented.

******Financial Report – Report #13-24– For Action***

The treasurer’s report was approved as presented.

****** Certification of Winter Tax Levy – Report #13-25 – For Action***

The Board of Education adopted the proposed winter tax levy for the City of Lansing, Delta Township, Lansing Township and Windsor Township.

Personnel Report – Report #13-26 – For Action

A motion was presented by Member Martin and supported by Member Chahine. MOTION: The Board of Education approves the employment of Sara St. John (Colt Kindergarten teacher); Jill Maxwell (HS Sign Language Teacher); Amanda Bates (.6 Elmwood/Colt Art teacher); Jeffrey Smith (HS Social Studies teacher); Jonathan Hayden (HS Math/Physics teacher); Charles Tolhurst (Winans .7 Behavior Specialist) and John Langstaff (HS English teacher); the resignation of Lance Kinstner (Middle School teacher); Jack Vogel (HS Science teacher); Carmon McClure-Mobley (Winans Social Worker); and Ashley Beech (Elementary Music teacher); the employment of Shawn Koster (Payroll Specialist); Amy Greeley (Winans Lunch Assistant); Melissa Finegan (Colt ELMS); Allison Parker (Winans Title I Parapro); and Elizabeth Bergh (Colt Lunch Assistant); the resignation of Cindy Betts (HS Food Service Leader); Al Momrik (Director of Technology); Sandra Fenner (MS Lunch Server); Brenda Lusk (East Lunch Assistant) and Eldon McGraw (Director of Communications); the retirement of Jan Duffy (MS Paraprofessional); and coaching assignments Mark Feinauer (HS Varsity Girls Golf Coach); Ruth Lamb (HS Varsity Volleyball Coach); Jerry Smith (HS Varsity Boys Tennis Coach); and Anthony Walker (HS Varsity Football Coach).

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

Member Martin congratulated Jan Duffy who is retiring after 21 years as a parapro. She also said she will miss others who had resigned. Member Witwer stated she will miss everyone who has resigned, but will truly miss Eldon McGraw who has been a professional cheerleader for the District.

Superintendent’s Report

Superintendent Urquhart presented information on the State’s Top to Bottom list and the Accountability scorecard. He stated the Top to Bottom list is the Michigan Department of Education’s attempt to rank all schools in the state. If a school is placed at 65%, they are doing better than 65% of the schools in Michigan. Mr. Urquhart said we need to help low level learners, special education students, and the economic disadvantaged.

Public Comment

Addressing the Board during Public Comment was Matt Oppenheim.

Other Board Business

Member Wright stated the Policy Advisory Committee will begin going through all old policies and clean them up. He also reported the Committee has a request to name a facility after a former employee.

Member Martin thanked the High School staff and the class of 2014. A 10% increase in test scores is definitely a huge step forward. Member Martin also thanked Mr. Urquhart for his presentation.

Other Board Business (cont.)

President Slocum reported he will be attending an Advanced Board President workshop on Friday and the MASB annual Fall Conference which is being held in Lansing this year. He stated he appreciated Superintendent Urquhart's report, saying it showed excellent leadership. President Slocum also thanked Matt Oppenheim for his remarks and acknowledged the efforts of the High School staff. He stated the District is moving in the right direction.

Adjournment

The meeting adjourned at 7:25 p.m.

Respectfully submitted,

Mary Ann Martin, Secretary

***Consent Agenda
rlp

Finance/Personnel Committee

Meeting Minutes – September 9, 2013 @ 5:00 p.m.

Members Present: Ms. Mary Ann Martin, Mr. Britt Slocum, Mr. Calvin Jones

Members Absent: None

Staff Present: Mr. Vince Perkins, Mr. Evan Nuffer

Others Present: None

Personnel – Vince Perkins presented an update to the staffing for elementary specials. With a recent resignation, there is a vacancy of 0.3 FTE that needs to be filled, or other staffing to be rearranged. Mr. Perkins reported that enrollment could have an impact on staffing decisions so he is hesitant to make changes if further changes will be necessary because of increased enrollment. Discussion held.

Finance – Evan Nuffer presented an updated cash flow projection for the current fiscal year with data from the prior three fiscal years. Mr. Nuffer informed the committee the District has received the \$2.3 million State Aid Note from PNC Bank at a rate of 0.8% to be paid in full at maturity on August 20, 2014. Discussion held.

Evan Nuffer presented a preliminary financial summary for the 2012-2013 fiscal year. Auditors are currently on site working to prepare financial statements to be presented to the Board in October. Preliminary estimates show a positive variance compared to the final budget. Mr. Nuffer expressed concern moving forward regarding the lack of funding for capital projects to maintain facilities and buses. Member Slocum requested comparison data to see the financial health of other area Districts. Discussion held.

Evan Nuffer presented an update for the work in progress for the 2013 School Facility Improvement Bonds. EMS Programming and Controls still need to be completed and the project is still expected to be fully operational by December 2013. All boilers and the majority of the lighting project have been installed. Mr. Nuffer presented an estimate of the rebates available from the Board of Water and Light and Consumers Energy. Mr. Nuffer presented an option to use the rebates to establish a Capital Projects fund for future consideration. Discussion held.

Evan Nuffer presented a proposal for the committee to consider making a recommendation to the Board for a project to construct a pathway around Elmwood Elementary. Elmwood PTO is interested in providing a donation equal to the cost of construction for the pathway. Discussion held. Committee members believe this is an excellent project and are very positive about gathering more information to make an informed decision. Committee will be asking Elmwood principal for additional considerations and to receive informal pricing quotations to get a better understanding of the cost of the project. The proposal will be reviewed again during the next committee meeting.

Evan Nuffer asked the committee to provide direction on exploring the possibility of changing financial software. Mr. Nuffer highlighted some of the benefits of the current software and the proposed software, including the cost of the new software. Discussion held. Committee was supportive of Mr. Nuffer continuing to gather information regarding a software change. Mr. Nuffer will present additional information, including a possible demo, during a future Board professional development or Finance committee meeting.

Meeting adjourned.

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
September 23, 2013**

Report #13-27

*****FOR ACTION**

Subject: Personnel Report

A. <u>Employment – Non Certified</u>			
<u>Name</u>	<u>Position</u>	<u>Class/Salary</u>	<u>Effective</u>
Perry Costello	Winans Title I Paraprofessional	II/\$13.96	8/27/13
Lois English	MS Library Clerk	I/\$15.20	9/16/13