



WAVERLY
COMMUNITY SCHOOLS
Pride. Tradition. Excellence.

Waverly Community Schools

Regular Meeting

Monday, February 10, 2014 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 February 10, 2014, 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 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. Curriculum
 - 1. Recommendation to approve Report #13-47, 2014-2015 Waverly High School Program of Studies 13
 - B. Finance/Personnel
 - 1. ***Recommendation to approve Report #13-48, Financial Report 16
 - 2. ***Recommendation to approve Report #13-49, Personnel Report 19
 - C. Other
 - 1. ***For Information - International Travel Project Culminating in an Extended Field Trip 20
- X. Superintendent's Report
- XI. Public Comment
- XII. Other Board Business
- XIII. Adjournment

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
SPECIAL MEETING
January 13, 2014**

Opening of Meeting

The special organizational meeting of the Waverly Community Schools Board of Education was called to order by Britt Slocum at 6:00 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. Joe Chahine

Staff Present:

Terry Urquhart, Superintendent
Evan Nuffer
Rebecca Pease

Public Comment

None

Adoption of Meeting Agenda

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

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

Election of Officers – Report #13-40 – 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 Wright 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 Slocum 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.

Nominations for Treasurer

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

Nominations for Vice Secretary-Treasurer

Member Wright nominated Member Sherry, who accepted the nomination. There were no other nominations. 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 Chahine 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 – Alan Wright
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.

A motion was presented by Member Sherry and supported by Member Martin. MOTION: The Board of Education expands the Curriculum Committee to include Marketing.

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

The following committee assignments were made:

Curriculum/Marketing Advisory Committee – Joe Chahine – Angela Witwer
Facility/Policy Advisory Committee – Joe Chahine - Melissa Sherry – Britt Slocum
Finance/Personnel Advisory Committee – Calvin Jones – Mary Ann Martin – Alan Wright

The following appointments were also made:

MASB delegate/alternate – Britt Slocum (delegate) – Melissa Sherry (alternate)
MASB LRN representative/alternate – Angela Witwer (representative) – Mary Ann Martin (alternate)
ISOA representative/alternate – Mary Ann Martin (representative) – Alan Wright (alternate)
Township Liaisons – Calvin Jones (Delta/Lansing) - Britt Slocum (Watertown/Windsor)
Parliamentarian – Mary Ann Martin

A motion was presented by Member Martin and supported by Member Wright. MOTION: The Board of Education approves the committee assignments and appointments as presented

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

Adjournment

The meeting adjourned at 6:20 p.m.

Respectfully submitted,

Rebecca L. Pease, Recording Secretary

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
January 13, 2014**

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. Alan Wright, Treasurer
Mrs. Melissa Sherry, Vice Secretary/Treasurer
Mr. Calvin L. Jones, Trustee
Mr. Joe Chahine, Trustee

Staff Present:

Terry Urquhart, Superintendent
Mr. Evan Nuffer, Director of Finance
Mrs. Gloria Gonzalez, Student Services Administrator
Matt Oppenheim
Troy Lindley
Pat Albright
Becky McQuillan
Michelle Frederick
Rebecca Pease

Others Present:

Eric Sifferman
Paul Twigg
John Davids

Pledge

Gloria Gonzalez led the pledge of allegiance.

Special Presentation

Superintendent Urquhart stated the month of January provides a unique opportunity to acknowledge a special group of volunteer elected officials in the Waverly Community. Across the state, there are more than 4,100 school board members who dedicate countless hours of hard work to improving education for Michigan children.

School board members take that responsibility and public trust very seriously, dedicating an abundance of hours to their work both in and outside of board meetings. Attending school functions, preparing for board meetings, reading financial reports, agendas and proposals, and making a host of difficult and challenging decisions are just a few of the regular activities board members participate in through their service.

Today, more than ever, school board leaders are faced with the overwhelming charge of providing a quality education at a time when financial constraints weigh heavily on the health of school district budgets. In an era of unprecedented choice in education, school boards are also tasked with charting a course that provides long-term, sustainable success for current and future students in all of Michigan's public schools. Board members are responsible for making tough and sometimes unpopular decisions to assure the district's direction is always the best for student learning.

Our board members come from all walks of life with diverse experiences and backgrounds, but work together in the best interests of all students of the Waverly Community Schools. In recognition of their outstanding effort and

Special Presentation (cont.)

service, we will be presenting each board member with a certificate of appreciation and a special gift voucher for the selection of a sample of Waverly Wear exhibiting our new district logo.

Correspondence

Member Martin reported the Board had received a card from staff members in recognition of Board Member Appreciation Month.

Public Comment

None

Student Representative Report

Student Representative Kyle Ranieri reported students in all grades are preparing for this week's final exams, with many students planning study sessions. Mr. Lindley has ensured the school will be open after hours this week for students who would like to study. Some students were upset that finals were not rescheduled in light of the nearly entire week of school canceled, but most have gotten over it and have dived into the books.

Both the Girls and Boys Basketball Teams have experienced a wave of success as both of them beat Everett and Mason recently. Both face Eaton Rapids tomorrow at 7:00 p.m., with the boys at home and the girls away.

The Quizbowl team's successful game against Charlotte on WKAR's Quizbusters has recently aired and you can catch the excitement on video.wkar.org! The Quizbowl team has also started practicing for their second season of the year which begins in February. A unique, exciting thing about this season is that Waverly will be hosting one of the meets where teams from more than ten schools participate and compete in classrooms.

Interact will be hosting its annual blanket-making night on Thursday, January 30 at 6:00 p.m. in the High School Cafeteria. This is always a huge event that brings the community together in a show of unity and a commitment to our name as a community district. Interact has bought \$600 worth of fabrics and supplies because of the generous support of Student Senate which will allow plenty of blankets to be made as long as we have the people to do it. The entire community is invited to attend this event! There will also be guest speakers from Volunteers of America and students from Olivet College.

Band and orchestra students will be going to Haslett High School on Saturday, February 8 to perform in various solo and ensemble events in order to receive adjudication. Waverly has always represented very well at these events and plans to do so this year, too.

Principal Lindley thanked Kyle for his leadership through the *Schools Rule* broadcast on WILX-TV. He also informed the Board that Kyle has been accepted to Yale.

Board Member Comment

Member Sherry wished everyone a Happy New Year. She thanked everyone for their well wishes following her surgery and thanked Board members for the decisions made in her absence. Member Sherry wished high school students her best in upcoming finals, noting the outstanding teaching staff has them prepared. She commended Principal Lindley's fairness in addressing the issue of having the finals schedule stay intact with students, parents, and staff. Member Sherry thanked Dave Ames and his staff for all the work they have done through the recent storms and cold temperatures and bringing swift resolution to frozen pipes at the High School. Member Sherry congratulated the officers who were elected earlier this evening, noting she is confident in the Board's leadership.

Member Jones thanked everyone during the Board of Water & Light power outage. Forty-one percent of the service area was without power. There will be a meeting on Wednesday night at the Delta Township offices, 7710 W. Saginaw, Room A, for the public to address their concerns. The BWL knows there were things that went wrong and are taking all comments and input.

Board Member Comment (cont.)

Member Jones stated the Board of Water & Light is looking forward to next year's Silver Bells in the City on Friday, November 21, 2014; and is delighted to have the second grade from a Waverly Elementary School present for the Toys-for-Tots Kickoff. Radio Disney would like to increase their participation with this event and will be presenting a clinic aimed at making children more comfortable with doctors. Radio Disney is also interested in holding a fundraiser between local schools, where the winner receives a presentation highlighting STEM education, in a manner consistent with Disney programming.

Member Witwer wished everyone a Happy New Year. She also thanked Dave Ames and his crew for their efforts through the storms.

Member Martin wished the High School students and teachers good luck during exams. She stated Dave Ames and his team were fabulous during the inclement weather. Member Martin wished everyone a Happy New Year.

Member Wright stated he can't say enough about Dave Ames and his crew, noting they had to keep buildings open during break for sports programs. Member Wright reported five former Waverly students marched in the recent Rose Bowl Parade.

Member Chahine welcomed everyone back, wishing them a Happy New Year. He thanked Dave Ames and his crew for their efforts and stated the Board of Water and Light did a good job over the past couple of weeks. Member Chahine congratulated Member Witwer for being reelected to a three-year term on the McLaren Greater Lansing Foundation's Board of Directors.

President Slocum wished everyone a Happy New Year, congratulated Kyle on his acceptance to Yale, and thanked Dave Ames and his entire custodial and maintenance crew on an outstanding job during the recent storms.

Adoption of Agenda

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

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

For Discussion – Presentation of Building Improvements/Other Aspects of Technology Bond

Paul Twigg of, Barton Malow, Eric Sifferman of Barton Malow, and John Davids of Fanning Howey presented an update to the Board on Bid Package 1 and associated timeline.

For Discussion – 2014-2015 Waverly High School Program of Studies

Changes in the 2014-2015 High School Program of Studies were presented. Changes include: the addition of Community Based Vocational Education and Instruction Yearly Goals; identifying the Alternative Education programming as Waverly Alternative Education; deleting Class Status; adding Work-Based Learning Elective; and changing the Top Ten qualifications to read "For a student to be eligible for the Top 10, they must be enrolled at WHS from the fall of their junior year. The grades earned in other schools will be included in the GPA calculation. Determination is made at the end of the first semester of the senior year, however, all top ten qualifiers must attend eight (8) semesters. A minimum of 4 graded core classes, including foreign language, per semester (for each year of high school) must be taken. No E2020 and /or Edgenuity classes qualify toward Top Ten status.

The 2014-2015 Waverly High School Program of Studies will be presented to the Board for action on February 10, 2014.

******Financial Report – Report #13-42 – For Action***

The financial report was approved as presented.

Recommendation to approve Report #13-43 - Waverly Community Schools 2013-14 Amended Budget(s); estimated 2014-15 Budget – Report #13-42 – For Action

A motion was presented by Member Sherry and supported by Member Martin. MOTION: The Board of Education approves the following resolutions:

The 2013-14 General Fund Resolution with revenues of \$29,237,170 and expenditures of \$29,838,415;

The 2013-14 Debt Retirement Fund Resolution with revenues of \$5,890,360 and expenditures of \$5,411,560.

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

Recommendation to approve Report #13-44 – Best Practices Incentive Resolution – For Action

A motion was presented by Member Martin and supported by Member Sherry. MOTION: The Board of Education approves the Best Practices Incentive Resolution as presented.

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

Recommendation to approve Report #13-45 – Amendment to the Waverly Community Schools Cafeteria Plan – For Action

A motion was presented by Member Martin and supported by Member Witwer. MOTION: The Board of Education ratifies and affirms the amendment to the Waverly Community Schools Cafeteria Plan, effective as of January 1, 2014.

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

*****Recommendation to approve Report #13-46 – Personnel Report – For Action**

The following coaching assignments at the High School and Middle School were approved: Craig Fields, Boys Varsity Basketball Coach and James Tolbert, 8th Grade Boys Basketball Coach.

Superintendent's Report

Superintendent Urquhart reported to the Board on Snow Days/Cancellations. The state allows six (6) days/equivalent hours for school closures. As of January 13, 2014, the District has had the following closures:

September 30, 2013	Two Hour Delay	Fog
December 4, 2013	Two Hour Delay	Ice
December 20, 2013	Closed ½ Day	Ice
January 6, 2014	Closed 1 Day	Temperature/Snow
January 7, 2014	Closed 1 Day	Temperature/Snow
January 8, 2014	Closed 1 Day	Temperature/Snow
January 9, 2014	Closed 1 Day (HS only)	Broken Pipe

The District (minus the High School) has a little less than two days from now until the end of the school year. The High School has a little less than one day from now until the end of the school year.

Superintendent Urquhart reported the schedule for final instructional highlights is as follows:

February 24 – Colt, Elmwood, and Winans
March 10 – East Intermediate and Middle School
May 12 – High School

Public Comment

None

Other Board Business

Member Martin encouraged Board members to work on MASB classes.

Adjournment

The meeting adjourned at 7:45 p.m.

Respectfully submitted,

Mary Ann Martin, Secretary

rlp

***Consent Agenda

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
SPECIAL MEETING
January 27, 2014**

Opening of Meeting

A special meeting of the Waverly Community Schools Board of Education was called to order by Britt Slocum at 9:11 a.m. in the East Intermediate School Conference Room, 3131 W. Michigan Avenue, Lansing, Michigan.

Members Present:

Mr. Britt Slocum
Mrs. Angela Witwer
Mrs. Mary Ann Martin
Mr. Calvin Jones
Mr. Alan Wright
Mr. Joe Chahine

Member Absent:

Mrs. Melissa Sherry

Staff Present:

Terry Urquhart, Superintendent
Evan Nuffer, Director of Finance
Rebecca Pease

Superintendent Urquhart and Mr. Nuffer provided a PowerPoint presentation on the budget. The Board discussed various options to consider in working toward a balanced budget for the 2014-2015 school year.

Adjournment

The meeting adjourned at 1:00 p.m.

Respectfully submitted,

Mary Ann Martin, Secretary

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
SPECIAL MEETING
February 6, 2014**

Opening of Meeting

A special meeting of the Waverly Community Schools Board of Education was called to order by President Britt Slocum at 6:02 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 (arrived at 6:14 p.m.)
Mrs. Mary Ann Martin, Secretary
Mr. Alan Wright, Treasurer
Mrs. Melissa Sherry, Vice Secretary-Treasurer
Mr. Joe Chahine, Trustee

Member Absent:

Mr. Calvin L. Jones, Trustee

Staff Present:

Terry Urquhart, Superintendent
Gloria Gonzalez, Student Services Administrator/Hearing Officer
Vincent Perkins, Director of Human Resources
Mike Moreno, Waverly Middle School Principal
Jeremiah Baynes, Waverly Middle School Dean of Students
Rebecca Pease

Others Present:

Student A
Parent
Grandfather

Purpose

The purpose of the meeting was to consider long-term suspension and/or expulsion of a student.

Closed Session

At the request of the parent, a motion was presented by Member Martin and supported by Member Wright.
MOTION: The Waverly Community Schools Board of Education enters into closed session to discuss the facts surrounding the recommended expulsion of Student A.

Motion carried. Roll call vote, with all members present voting aye.
Present: Members Slocum, Martin, Wright, Sherry, and Chahine.
Absent: Members Witwer and Jones

President Slocum recognized all meeting attendees, asking them to identify themselves.

Hearing Officer Gloria Gonzalez asked the building administration to present the violation(s) of the Student Code of Conduct and the facts surrounding the complaint(s). The building administration also identified the fact that the Superintendent has recommended an expulsion hearing be initiated based on a preliminary hearing conducted by the Director of Human Resources, assuring student due process.

Mrs. Gonzalez asked the student/parent to present their side of the story (facts pertaining to the specific complaint). Board members asked clarifying questions of the student and parent, followed by an opportunity for closing comments from the parent about her son's character.

Deliberation

President Slocum informed all in attendance, except the Hearing Officer and Superintendent, were to remain silent during the Board of Education's deliberation (unless asked a question by a Board member). Board members may

Deliberation (cont.)

discuss the facts presented in the hearing, but no new evidence is to be considered. The Board's decision is based on the preponderance of proof standard. President Slocum stated because of the charges related to the incident, the Board has no choice but to follow state mandates.

Return to Open Session

The Board returned to open session at 6:28 p.m.

Motion to Expel

A motion was presented by Member Martin and supported by Member Chahine. MOTION: The Board of Education expel Student A for violation of the Waverly Community Schools Code of Conduct.

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

Student A will be expelled from Waverly Middle School as of February 5, 2013 for 180 school days, with the reinstatement process able to begin in 150 school days.

Adjournment

The meeting adjourned at 6:30 p.m.

Respectfully submitted,

Mary Ann Martin, Secretary

rlp

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
February 10, 2014**

Report #13-47

For Action

Subject: High School Program of Studies 2014-15

Recommendation:

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

Add:

Community Based Vocational Education and Instruction Yearly Goals

Page 21 attached

Add:

Work-Based Learning Elective

Page 22 attached

Change:

Change Ombudsman to Waverly Alternative Education

Page 22 attached

Change:

Top Ten Qualifications to read:

For a student to be eligible for the Top 10, they must be enrolled at WHS from the fall of their junior year. The grades earned in other schools will be included in the GPA calculation. Determination is made at the end of the first semester of the senior year, however all top ten qualifiers must attend school eight (8) semesters. A minimum of 4 graded core classes, including foreign language, per semester (for each year of high school), must be taken. No E2020 and/or Edgenuity classes qualify toward Top Ten status.

Delete:

Class Status

Statement of Purpose/Issue:

To keep our Curriculum Guide (Program of Studies) in compliance with Pupil Accounting measures when offering our Special Education students this service when establishing transition goals for their independence in the community.

Budget Impact:

None

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.

solving, and appropriate classroom behavior. Tutorial help will also be available for student's mainstreamed classes.

Community Based Vocational Education and Instruction Yearly Goals

.5 to 3.0 Credits per Semester
Prerequisite: Approval of Instructor & Caseload Teacher

This course is designed to teach students to establish transition goals that are needed to increase their independence in the areas of employment, adult living, recreation, post-secondary education, transportation/mobility. Community based activities will include unpaid/paid Work Based Learning (WBL) experiences and other types of instruction (such as use of public transit, banking, shopping, voting, exploration of community resources and linking with appropriate agencies). Instruction will focus on pre-employment/work activities, weekly/monthly planning, arranging transportation, paying bills, budgeting, menu planning, food preparation and clean-up. Transitional Community Living Experiences (TCLE) may be provided completely outside the building with approved service provider agreements and individualized student learning plans.

Occupational/Work Education Programs

Capital Area Career Center

Elective 1-2 Years

Prerequisite: Grades 11th or 12th
The Capital Area Career Center (CACC) in Mason is Waverly's vocational technical education training school. Students from Waverly and ten other school districts in Ingham County attend classes each day at the Career Center. CACC students create their futures in one of 16 vocational-technical training programs. The skills and knowledge acquired in a CACC program can be transferred to an entry-level job or to post-graduate training in a technical school or college (43% of CACC graduates go on to college).

At the CACC, students learn how to develop a career plan, to set goals for a lifelong career, and how to get and keep a job. A variety of instructional materials are used, including modules (training packets), textbooks, lectures, videotapes, work experience, and hands-on practice. Students learn the skills that business and industry have identified as necessary for each occupation. Training is conducted in two sections each day; the first session meets from 8:15-10:30 a.m.; the second session meets from noon-2:15 p.m. Students stay at Waverly for half the day and spend the other half at the CACC in Mason. With careful planning, students can continue in a regular curriculum at Waverly and still enroll in a CACC program to receive high school credit and, in some programs, college credit.

There are many other benefits to attending the CACC-whether a student attends for one term, or for one to two years:

Career Planning - Students explore their personal and career potential

through career counseling, interest surveys, and computerized decision making exercises.

Job Placement - CACC staff will help students prepare a resume', develop interviewing skills, and make connections with an Ingham County employer.

College Credit - Five CACC programs award successful completion with college credit.

Assessment - An in-depth measurement of a student's abilities, aptitudes, and interests.

Co-op - For students recommended by their program teacher; earn money on the job while applying the skills learned in the classroom.

The Capital Area Career Center's course offerings are:

Auto Body
Auto Technology
Business Careers and Technology*
Construction Trades
Cosmetology
Custodial Services
Drafting*
Electronics
Health Occupations
Hospitality Services
Laboratory Sciences
Machine Tool Technology*
Marketing
Medical Assistant
Welding*

Eaton ISD Career Preparation Center

Elective 1-2 Years

Prerequisite: Grades 11th or 12th
The Eaton ISD Career Preparation Center (CPC) is situated on the campus of Lansing Community College. In addition to the programs located at Lansing Community College Downtown and West Campuses, three other programs are located "off campus." The AIS Heavy Equipment Repair and Operation program is located at Potter Park Zoo and Insurance and Risk Management is located at Farm Bureau Insurance with Olivet College.

Eaton ISD and the Career Preparation Center have partnered with Lansing Community College for over 38 years to offer Career Preparation programs to area high school students. By enrolling and successfully completing these programs, students will learn technical and employability skills, earn high school credit, and have an opportunity to earn college credit.

Successful graduates of the CPC programs have found employment in their program areas, entered into apprenticeship programs, continued at LCC to earn an associated degree, or transferred to universities to continue their education. Whichever of these goals you may have for yourself, Eaton ISD Career Preparation Center's instructors and staff are prepared to help you reach them. Students will have opportunities to participate in work based learning opportunities, Career and Technical Student Organizations, National Technical Honor Society and Career Development.

The Eaton ISD Career Preparation Center's 2012-2013 course offerings are:

Auto Collision Repair
 Automotive Technology
 Building & Electrical Trades
 CADD/CAM/Pre-Engineering
 Civil Engineering & Energy Technology
 Commercial Art
 Computer Graphics/Animation & 3D
 Computer Graphics/Web Design
 Computer Support
 Criminal Justice
 Early Childhood Education

EMS/Fire Services
 Fashion Design
 Health Technology
 Heavy Equipment Operator
 Heavy Equipment Repair
 Insurance & Risk Mgt.
 Law Enforcement
 Mechatronics
 Welding
 Zoo & Aquarium Science

Work-Based Learning Elective

Prerequisite: Enrolled in Waverly Alternative Education Program
 The Work-Based Learning experience provides students with opportunities to gain exposure to an occupational area related to their interests and career goals. This experience helps students identify some of the needed skills, knowledge and preparation wanted by employers. It also helps students understand the relevancy of their academic, technical and classroom work. Students will receive one credit per year based upon their performance at the work site, documentation of 90 hours per semester, and completion of school assignments and paperwork related to the program. Students must be of Jr./Sr. status and total credits in this program are limited to two full credits per HS career.

Program Requirements

To be eligible for a section of Work-Based Learning, students must be concurrently enrolled at the Waverly Alternative Education Program. Students must be gainfully employed in an occupation that is related to their career goal(s). Note: due to the nature of the work and supervision, not all jobs will qualify for Work-Based Learning Credit. Final approval will be determined by the instructor/Director of Alternative Ed.

Course Requirements

Students, with parent/guardian guidance, and employer participation will complete the following:

- Safety Agreement
- Safety Plan
- Student Report for WBL (documentation of 90 work hours per semester)
- WBL Student Evaluation (by employer)
- Students required to participate in 4.5 hrs. of Alt. Ed. Coursework per day

Grades will be determined by how well students meet the following expectations. Students will be expected to consistently turn in the required

paperwork on time, meet their learning goals on their training plan and receive a satisfactory evaluation from their employer.

Interdepartmental Courses

ACT Prep 10/11

Elective 1 Semester
Prerequisite: Grades 10th or 11th

This course is designed to be successful on the ACT. The course covers all areas of the test: English, Mathematics, Reading, Science, and Writing. The subject instruction is the majority of the learning in the class; however, test-taking skill sets specific to the ACT will also be covered. The course instruction and students are divided into two 9-week periods: 1) English, Reading, and Writing; 2) Mathematics and Science. The class begins with a full ACT pre-test and concludes with a full ACT post-test, both of which are mandatory for all students in the class. There will be other portions of practice tests given throughout the course as well. This course is CREDIT/NO CREDIT (no grades assigned), and students must completely meet the requirements in order to earn credit in the class-any missing assignments will result in a loss of credit.

Waverly Alternative Education Learning

Alternative Learning provides students with an approach and an environment that are different from a traditional classroom setting. Students receive computer-assisted personalized instruction, individualized attention with a low student-to-instructor ratio and the freedom to work at their own pace.

Computer-Assisted Instruction

Waverly Alternative Education students receive computer-assisted instruction that allows them to work at their own speed and skill level. Students are tested to determine their current skill level in each subject and work at exactly that skill level. Subjects and grade levels are customized for each student so that students can progress through each grade level based on their skills. Individualized computer-assisted instruction allows students to keep their progress private. While in the program, they can focus their attention on academic credit recovery, improved attendance and graduation.

Credit Recovery

This computer based course is designed to help students on their path to graduation. Students who have not earned credit in a core class are able to be placed in this course to recoup the credits lost in a previous semester. Students are allowed to work at their own pace.

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR BOARD MEETING
February 10, 2014**

Report #13-48

FOR ACTION***

Subject:

Financial Report

Recommendation:

It is recommended the following be approved:

Financial Report:

The cash balance as of December 31, 2013 was \$1,890,706.27. Receipts during January, consisting of property taxes, state aid and other revenues in the amount of \$3,913,484.89 minus disbursements during January of \$2,247,387.61, left the district with a General Fund cash balance, as of January 31, 2014, of \$3,556,803.73, including \$2,300,000.00 from the issuance of a State Aid Note.

Attached is a summary of year to date activity for the General Fund showing year to date expenditures exceeding revenues by \$1,423,401.

Attached is a summary of year to date activity for the 2013 School Facility Improvement Bonds showing \$326,941 remaining to be drawn down for the project.

**Waverly Community Schools
Budgetary Comparison Schedule
For the Month Ended January 31, 2014**

	Revised Budget Current Year	Actual	Over (Under) Budget	% Available
Revenue				
Local sources	8,676,979	4,934,626	(3,742,353)	43.1%
State sources	16,509,697	5,984,962	(10,524,735)	63.7%
Federal sources	2,041,856	830,831	(1,211,025)	59.3%
Intergovernmental	1,921,423	891,013	(1,030,410)	53.6%
Transfers In	87,215	-	(87,215)	100.0%
Total revenue	29,237,170	12,641,432	(16,595,738)	56.8%
Expenditures				
Current:				
Instruction:				
Basic program	14,908,962	6,610,659	(8,298,303)	55.7%
Added needs	2,970,523	1,321,171	(1,649,352)	55.5%
Total instruction	17,879,485	7,931,831	(9,947,655)	55.6%
Support Services:				
Pupil	2,194,999	985,445	(1,209,554)	55.1%
Instructional staff	1,498,056	826,156	(671,900)	44.9%
General administration	405,972	214,190	(191,782)	47.2%
School administration	1,857,283	971,420	(885,863)	47.7%
Business	442,287	239,801	(202,486)	45.8%
Operations and maintenance	2,962,429	1,612,638	(1,349,791)	45.6%
Pupil transportation services	968,622	437,241	(531,382)	54.9%
Central	566,305	343,327	(222,977)	39.4%
Other	57,850	15,076	(42,775)	73.9%
Total support services	10,953,803	5,645,294	(5,308,509)	48.5%
Athletics	429,488	221,293	(208,195)	48.5%
Community services	11,000	1,765	(9,235)	84.0%
Non Publics	2,325	158	(2,167)	93.2%
Debt service:				
Principal	30,000	-	(30,000)	100.0%
Interest	26,585	14,885	(11,700)	44.0%
Capital outlay	50,973	36,347	(14,626)	28.7%
Payments to other public schools	454,240	213,260	(240,980)	53.1%
Total expenditures	29,837,899	14,064,832	(15,773,067)	52.9%
Excess of Revenue (Under)Over Expenditures	(600,729)	(1,423,401)	(822,672)	
Transfers Out	-	-	-	0.0%
Net Change in Fund Balance	(600,729)	(1,423,401)	(822,672)	
Fund Balance - Beginning of year	3,139,665	3,139,665		
Fund Balance - End of year	2,538,936	1,716,264		
	8.5%			

Waverly Community Schools
2013 School Facility Improvement Bonds
As of January 31, 2014

	Budget	Actual	Encumbered	Balance Remaining
Construction and Engineering				
Lighting	71,180	92,798	-	(21,618)
Mechanical	420,000	393,900	13,285	12,815
Controls				
EMS Programming	124,619	-	-	124,619
VFD & CO2 & Controls Install & Electric	338,288	137,952	2,749	197,587
Project Management/Engineering	186,207	177,517	8,710	(20)
Bond Issuance Costs	14,165	16,148	-	(1,983)
Contingency	15,541	-	-	15,541
Totals	<u>1,170,000</u>	<u>818,315</u>	<u>24,744</u>	<u>326,941</u>

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
February 10, 2014**

Report #13-49

FOR ACTION

Subject: **Personnel Recommendations**

A. Retirement – Certified

<u>Name</u>	<u>Position</u>	<u>Years</u>	<u>Effective</u>
Leanne Hemingway- Ciampa	Elmwood Teacher	31 years	6/5/14
Yolanda Harris	Middle School Teacher	26 years	6/5/14
Leslie Johnson	High School Counselor	26 years	6/5/14
Duff Schad	East Intermediate Teacher	26 years	6/5/14

B. Transfer – Non Certified

<u>Name</u>	<u>Position</u>	<u>Class/Salary</u>	<u>Effective</u>
Shawn Gleason	To: Bookkeeper From: East Head Secretary	Class A/\$17.61	1/21/14

C. Employment – Non Certified

<u>Name</u>	<u>Position</u>	<u>Class/Salary</u>	<u>Effective</u>
Rebecca Taylor	HS Special Education Parapro	Class II/\$13.96	1/29/14
Christopher Coursey	2 nd Shift Custodian	Class D/\$10.50	2/3/14
Susan Ellsworth	Colt Temporary Title I Parapro	\$13.96/Hour	2/11/14

D. Retirement –Non Certified

<u>Name</u>	<u>Position</u>	<u>Years</u>	<u>Effective</u>
Tammy Davis	HS Head Custodian	27	3/31/14
Dianne Palmer	MS Head Secretary	20	6/30/14

E. Resignation –Non Certified

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective</u>
Kelly Woods	HS Time Out Room Monitor	Personal	2/18/14

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
February 10, 2014**

*****FOR INFORMATION*****

Subject: **International Travel Project Culminating in Extended Field Trip**

The Superintendent has approved a proposal submitted by Robert Lurie, High School Social Studies teacher, for an international travel project which will culminate in an extended field trip.

Mr. Lurie will identify and accept seven to ten low income, potentially at-risk Waverly sophomores for a leadership, learning and academic support project. In this program, students will learn essential leadership skills, receive academic support, and learn about the culture of the people of Costa Rica before making a nine-day journey to Costa Rica in April of 2015. Mr. Lurie has set up an Advisory Board consisting of three Waverly alumni, two retired Waverly teachers, and a Waverly guidance counselor to assist in educational and fundraising efforts.

The program is modeled after a very successful program that Mr. Lurie's daughter, Samantha, developed at her school in St. Louis, MO. Students enrolled in this program at Vashon High School have made significant academic gains. Mr. Lurie has data to support this.

The trip is planned over Spring Break in 2015, with dates yet to be finalized. The cost of the tour is \$2,270 per student. Students will each provide \$500. The rest will be raised by the group. An important part of the program is for students to be active in raising funds.

The proposal is provided as support material to provide you additional information.

Waverly Community Schools
Proposal for Overnight/Extended Student Trip
Addendum

Submitted by: Robert Lurie, Waverly High School, Social Studies Teacher

A. Purpose

- a. The group will visit Costa Rica. We will use Education First as our Tour Group
- b. This trip is part of a new project that I am developing. It will combine social studies, leadership and academic support program
- c. Students will benefit by being in a structured academic support program, learning essential leadership skills and traveling internationally. Research has shown that the grade point averages of students in the program increase as a result of their participation.
- d. The district will benefit by increased student knowledge and by publicizing this very unique program.
- e. Changes in grade point averages will be used to evaluate as are other factors such as school attendance and reading scores.

B. Students and Staff

- a. Students will be selected by application from the pool of students who receive free or reduced lunch. Students will be selected from among current 10th graders.
- b. Between 7 and 10 students will be selected for the program this year.
- c. The students who are being targeted are students who receive free or reduced lunch and who normally do not have access to enrichment activities. Although the students have yet to be selected, these students will come from an "at-risk" population due to economics, disabilities and lack of opportunity and exposure. It is possible that some of these students may have some academic achievement issues, but part of the goal of this project is to reach out to those students.
- d. Robert Lurie. I have one student group to Europe and will lead another one this summer.
- e. No other staff will be going.
- f. I want to maintain an adult to student ratio of 8 or 9 to 1. I do not foresee the number of students going over 8 or 9 due to fundraising concerns. If it does, a second adult chaperone will be added but it will not be a Waverly staff member.
- g. The students have not been selected as yet pending support and approval of the Board. I will be targeting and interviewing 10th grade students.
- h. The trip is planned for Spring Break 2015. It is not my intention that any school will be missed, but our tour company needs a certain amount of flexibility. At most, it is possible that we will miss two school days. I will not know this until the Spring of 2015 but will do my best to avoid missing school for myself or the students.
- i. I will know the final schedule at least two months in advance and that will communicate that with everyone in the Waverly Community.

C. School Work

- a. Students will know two months in advance and will be able to collect missing work in advance. Because this trip is planned around Spring Break, it will not interfere with final exams.
- b. Because the program is designed to work with students who may have academic problems, this will be a feature of the entire program.

D. Itinerary

- a. I am attaching the itinerary for our nine day trip to Costa Rica.
- b. Students will need transportation to the airport in Detroit. All other transportation will be provided by the tour company. The tour company is fully insured and the students will purchase additional medical insurance which is standard practice.
- c. Please consult the itinerary. We will be traveling throughout the country. Hotels and restaurants are determined by the tour operator.
- d. It is a very full itinerary. We will also be visiting a school and participating in an evening of local dancing and folklore
- e. Our tour company is an expert on dealing with emergencies. They have supplemental agents on hand. Students will carry full insurance
- f. The tour guides are all insured through EF and are professionals

E. Finances

- a. The cost of the tour is \$2,270 per student.
- b. Students will provide \$500. The rest will be raised by the group
- c. An account will be set up at Waverly High School and the funds will be collected and disbursed through this account
- d. There will not be a shortfall! Excess funds will be held over for future trips
- e. An important part of the program is for the students to be active in raising funds. Because the targeted students are all low income, we will be using a variety of sources to obtain funding include traditional fundraising as well as corporate support. An **Advisory Group** has been formed to assist in educational and financial efforts. We are always open to support and networking possibilities! I am looking forward to helping these students accomplish the big goal of raising funds.

F. Communications

- a. Parents will be partners in this effort and must agree to be involved for their child to be considered. Pre-trip communication will consist of monthly meetings. On the trip, we will use technology (skype, facebook, kacao) to keep parents informed. There will be a thank you program when we return where students for students to invite their parents and supporters for a recap of the trip
- b. Phone numbers and locations are not yet available for our destination
- c. This is a wonderful opportunity for our school and students and I hope we can all work together to use the media to inform our community of the program.