



WAVERLY
COMMUNITY SCHOOLS
Pride. Tradition. Excellence.

Waverly Community Schools

Regular Meeting

Monday, February 24, 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 24, 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/Girl Scout Troop 30278
- II. Special Presentations
 - A. Student Recognition - Chantel Rusher
- 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/Policy
 - 1. Policy (1st Reading) - For Discussion (Member Chahine) 7
 - B. Finance/Personnel
 - 1. Committee Report 8
 - 2. ***Recommendation to approve Report #13-51, Personnel Report 10
- X. Superintendent's Report
- XI. Public Comment
- XII. Other Board Business
- XIII. Adjournment

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

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

Pledge

Vince Perkins led the pledge of allegiance.

Special Presentation

None

Correspondence

None

Public Comment

Addressing the Board during Public Comment was Matt Oppenheim.

Student Representative Report

Student Representative Kyle Ranieri reported on Saturday, February 1, Band, Orchestra, and Choir students participated in Solo and Ensemble. This is an opportunity for them to perform solo and chamber pieces to a judge who will in turn provide them with feedback. Our students did very well, with every orchestra event receiving a Division I rating. Many of those who received a Division I rating will also be moving on to State Solo & Ensemble later this year. This is always a highlight of the music year that showcases the music program of Waverly, a characteristic that allows us to stand out.

The boys' basketball team has recently experienced a bout of success as they have won three games in a row. These defeats against Mason, Detroit Community, and Charlotte, show how hard the team has worked, dealing with the many snow days and canceled games. Their next game will be held at Eaton Rapids High School Tuesday, February 11 at 7:00 p.m.

Student Representative Report (cont.)

Mr. Lindley's Senior Challenge is scheduled for next Friday, February 21st. These pep rallies always consist of a friendly class competition that is usually quite strange. Some past competitions include people on top of mattresses getting carried across the gym, and which classmate can eat an entire pickle the fastest. The students enjoy trying to guess what the next competition will be.

This year's blanket making event was, as always, a huge success. Although we had a lower turnout of people because of bad weather and complications from the numerous snow days, we actually were able to make more blankets than last year! These blankets will be delivered to Volunteers of America who will distribute them to local homeless who have to spend frigid nights on the streets. Interact would like to thank Student Senate for its generous donation of \$600, as well as all the students and other members of the community who came to show their support for a great cause.

Board Member Comment

Member Sherry recognized Dave Ames and the maintenance and operations workers for their efforts, dedication, and taking in stride the work brought on by this winter's extreme weather. She reported she attended the Waverly/Mason basketball game with Waverly pulling off a victory. Member Sherry praised the students who participated in the Solo & Ensemble Festival.

Member Jones congratulated Chantel Rusher, the winner of the Martin Luther King, Jr. essay contest. He hopes we can have her and her family come to a meeting to recognize her accomplishment. Member Jones thanked the Superintendent and his staff for the well done, enlightening professional development session.

Member Martin also expressed her thanks for the recent PD. She reported she attended the ISOA meeting on Wednesday, February 5. Discussed were ISD-wide Safety and Red Cross locations around the area for emergencies. Jamey Fitzpatrick shared information with ISOA members regarding changes in 21f offering more online choices to students in grades 5-12. Students can end up with college credit when they leave High School. Member Martin reported Okemos passed a technology bond and is considering leasing as opposed to buying computer devices.

Member Wright stated he sees people on the Personnel Report's retirement list that impacted his kids. He wished them his best.

President Slocum also congratulated Chantel Rusher, and also hoped for an opportunity for her and her parents to attend a Board meeting. President Slocum stated the Board's recent PD was a constructive, well thought out, well discussed PD session. He announced the following appointments to the Board's committees since one Board member was assigned to two committees: Curriculum: Angela Witwer/Melissa Sherry; Facility/Policy: Joe Chahine/Britt Slocum; and Finance/Personnel: Calvin Jones/Mary Ann Martin/Alan Wright. Member Slocum thanked the custodial staff for working so hard through the recent storms. He reported he received a nice email from orchestra teacher, Jenny Spurbeck, telling him what a great job the orchestra did at Festival. Member Slocum announced regretfully that he will not be able to take this year's ACT test. He congratulated the swim team on doing an excellent job this year; and reported Destination Imagination held its Instant Challenge Night on Friday. He thanked Member Wright, Superintendent Urquhart, and Principal Lindley for being judges at the event, noting in 13 years there was only one other time that an administrator was involved.

Member Martin stated she was remiss in not acknowledging people retiring who have had an impact on her family members' lives. She thanked Yolanda Harris, Leslie Johnson, Tammy Davis, and Dianne Palmer, noting she is sorry for Waverly to lose them.

Adoption of Agenda

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

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

2014-2015 Waverly High School Program of Studies – Report #13-47 – For Action

A motion was presented by Member Sherry and supported by Member Martin. MOTION: The Board of Education approves the 2014-2015 Waverly High School Program of Studies as presented.

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

*****Financial Report – Report #13-48 – For Action**

The financial report was approved as presented.

*****Personnel Recommendations – Report #13-49 – For Action**

The Board of Education approved the retirement of Leanne Hemingway-Ciampa (Elmwood teacher -31 years); Yolanda Harris (Middle School teacher – 26 years); Leslie Johnson (High School Counselor – 26 years); and Duff Schad (East Intermediate teacher - 26 years); the transfer of Shawn Gleason from East Head Secretary to Administrative Center bookkeeper; the employment of Rebecca Taylor (H.S. Special Education Parapro); Christopher Coursey (2nd Shift Custodian); and Susan Ellsworth (Colt Temporary Title I Parapro); the retirement of Tammy Davis (HS Head Custodian - 27 years); and Dianne Palmer (MS Head Secretary – 20 years); and the resignation of Kelly Woods (HS Time-Out Room Monitor).

*****International Travel Project Culminating in Extended Field Trip – For Information**

The Board received information on 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.

Superintendent's Report

Superintendent Urquhart reported a decision has been made to divert funds from restructuring the Middle School pool area into a technology room to supporting transportation and bus replacement. The pool area has been removed from the first series of the bond campaign and bids will be put out for the purchase of new buses. Director of Finance Evan Nuffer recommends purchasing rather than leasing buses.

Superintendent Urquhart reported the School Improvement Grant (SIG) at the Middle School will end this year which will result in a reduction of staff at that building.

Superintendent Urquhart announced principals and Central Office administrators will meet Tuesday, February 18 to discuss how to restructure special schedules in the elementary grades.

Superintendent Urquhart reported the District saw significant positive growth at the Kindergarten level last year, from 179 students to 212 students. He indicated there is no room for the same kind of growth this coming year. Administrators will be researching how we can accommodate growth in the future by looking at where space is available and where it is not. Also being discussed is how Windemere View fits into Waverly Community Schools' future.

Public Comment

None

Other Board Business

None

Adjournment

The meeting adjourned at 7:00 p.m.

Respectfully submitted,

Mary Ann Martin, Secretary

rlp

***Consent Agenda

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
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FOR DISCUSSION

Subject: Policy - First Reading

Recommendation:

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

Policy 5600	Student Discipline	Revised
Policy 7250	Naming School Facilities (replaces Commemoration of School Facilities)	Revised
Policy 8142	Criminal History Record Check	Revised
Policy 8321	Criminal Justice Information Security	Revised

Statement of Purpose/Issue:

These policies revisions are the result of the NEOLA update and a review by the administration and the Board Policy Advisory Committee.

Budget Impact:

None

Historical Perspective/Background:

NEOLA provides updates to keep our policies current with applicable laws and regulations. The administration also reviews policies periodically and brings changes to the Board Policy Advisory Committee for review and consideration.

Discussion of Options:

The Board can refer policies to the Advisory Committee for further review or allow them to come back to the Board for second reading.

Rationale for Recommendation:

These policies were recommended to the District by NEOLA and were reviewed and approved by the Policy Advisory Committee.

Finance/Personnel Committee

Meeting Minutes – February 10 @ 5:00 p.m.

Members Present: Mr. Alan Wright, Ms. Mary Ann Martin, Mr. Calvin Jones

Members Absent: none

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

Others Present: none

Finance – Evan Nuffer presented the 2013 Employee Compensation Information required under the MDE Transparency Reporting guidelines. The committee reviewed the information and made a recommendation for some minor changes.

Mr. Nuffer presented updated information to the committee regarding the exploration of new finance software. Waverly is seeking to leverage Ingham ISD for implementation at no cost to the District if we move forward with implementation during the 2014-15 fiscal year. The committee reviewed the software maintenance cost phase-in and the variables necessary to obtain implementation at no cost. Member Martin had reminded the committee of their support for new finance software and the previous decision to table the discussion was because of potential cost implications for 2014-15. The committee approved Mr. Nuffer's request to move forward with Ingham ISD to develop a proposed timeline for implementation provided there is no cost to the District for the 2014-15 fiscal year.

Mr. Nuffer presented an update on the implementation of the School Facility Improvement Project. All boilers, lighting fixtures and VFDs have been installed and are operating as intended. A few minor adjustments are still being made. The controls and programming phases have yet to be completed but are in progress. Updated timeline for completion is the end of March 2014. Member Jones inquired if the delay was caused by contractors or outside factors. Mr. Nuffer reported that the delays were a result of unexpected factors and not a result of contractor delay. Mr. Nuffer reported that due to extreme weather conditions and rising costs, utilities expenses might be higher overall this fiscal year, however the project is yielding significant cost avoidance (savings compared to what would have been expected without the project implementation). With only one full month of implementation data to report, the cost avoidance is estimated at approximately \$23,000 for electric and \$6,000 for gas.

Mr. Nuffer provided a brief overview of the Governor's budget proposal. An explanation of some of the media reports regarding the \$660 overall increase in funding and proposed 3% increase for 2014-15 was discussed. Highlights for the District include an increase in per pupil funding of \$83, maintenance of best practices funding, and maintenance of the hold harmless provision providing a \$5 per pupil increase in 2013-14 as the basis for the \$83 increase next year. Performance funding up to \$100 per pupil is maintained in the Governor's budget, however, it is too early to tell if we are eligible for that categorical. The District does not currently receive this funding.

Mr. Nuffer reported that the District has two claims resulting from the winter weather and power outage which caused technology hardware failure and issues with our facilities due to freezing pipes. The District is expected to recoup the full cost of the losses, less any applicable deductibles.

Personnel – Vince Perkins reported on staff retirements effective at the end of the school year. The committee held a discussion on other personnel related issues.

Other – The committee nominated Member Martin as chairperson. Member Martin accepted the nomination.

Adjournment

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
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Report #13-51

*****FOR ACTION*****

Subject: Personnel Recommendations

A. Resignation –Non Certified

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective</u>
Tanya Baptiste	East Lunch Assistant	Personal	2/14/14
Miranda Ridenour	HS Alternative Education Parapro	Personal	3/5/14
Theresa Mitchell	Colt Lunch Assistant	Personal	4/1/14