



**WAVERLY**  
**COMMUNITY SCHOOLS**  
Pride. Tradition. Excellence.

**Waverly Community Schools**

**Special Meeting**

**Monday, July 13, 2015 6:00 PM**

# Agenda of Special Meeting

## The Board of Education Waverly Community Schools

---

A Special meeting of the Board of Education of Waverly Community Schools will be held July 13, 2015, beginning at 6:00 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 & Pledge to the Flag - President Britt Slocum
- II. Board Pledge 4
- III. Correspondence
- IV. Board Member Comment
- V. Adoption of Meeting Agenda
- VI. \*\*\*Approval of Minutes 5
- VII. Organizational Meeting Activities
  - A. \*\*\*Recommendation to approve Report #15-01, Designation of Date, Time & Location of School Board Meetings 11
  - B. \*\*\*Recommendation to approve: Report #15-02, Annual Designation of School Depositories 12
  - C. \*\*\*Recommendation to approve: Report #15-03, Designation of Professional Service Consultants - Attorneys 13
  - D. \*\*\*Recommendation to approve: Report #15-04, Designation of Audit Firm 14
  - E. \*\*\*Recommendation to approve: Report #15-05, Designation of Authorized Signatories 15
  - F. \*\*\*Recommendation to approve Report #15-06, Designation of Electronic Transfer Officer 16
  - G. \*\*\*Recommendation to approve: Report #15-07, Designation of Person to Post Meetings 17
  - H. \*\*\*Recommendation to approve: Report #15-08, Designation of Charitable Giving Fiscal Agents 18

I. ***Recommendation to approve Report #15-09, Membership Resolution - Michigan High School Athletic Association	19
VIII. Recommended Items	
A. Personnel & Policy	
1. ***Recommendation to approve Report #15-10, Personnel Report	20
B. Finance & Facility	
1. Recommendation to approve Report #15-11, State Aid Note Authorizing Resolution	21
C. Teaching & Learning	
1. Recommendation to approve Report #15-12, Purchase of High School Computer Carts, Document Cameras and Network Switches	31
IX. Superintendent's Report	
X. Public Comment	
XI. Other Board Business	
XII. Adjournment	
XIII. *** Denotes Consent Agenda	

### *Pledge*

In support of the Waverly Community Schools' Strategic Plan and with the deepest sense of responsibility and conviction we, the members of the Waverly Community Schools Board of Education, pledge the following:

- To understand our authority exists only when acting collectively with fellow board members.
- That our authority is derived from and obliged to serve the interests of our entire community.
- To exemplify ethical behavior and conduct that is above reproach.
- To engage in an ongoing process of board development and education and continuous improvement.
- To be prepared to participate in open, honest, and civil deliberation with and among my colleagues.
- To vote my conscience for the good of the school district and the community, and to support the decisions and policies we make.
- To honor the division of responsibility between the board, the superintendent and staff.
- To contribute in creating a spirit of true cooperation and mutually supportive relationships within our community.

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
PUBLIC HEARING  
June 15, 2015**

***Opening of Meeting***

The Public Hearing on the proposed 2015-2016 budget was called to order by President Britt Slocum at 6:01 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  
Mrs. Mary Ann Martin, Secretary  
Mr. Alan Wright, Treasurer  
Mrs. Melissa Sherry, Vice Secretary-Treasurer  
Mr. Calvin L. Jones, Trustee (arrived at 6:13 p.m.)  
Mr. Joe Chahine, Trustee

***Staff Present:***

Mr. Terry Urquhart, Superintendent  
Mr. Evan Nuffer, Director of Finance & Operations  
Mr. Vincent Perkins, Director of Human Resources  
Mrs. Kelly Blake, Director of Teaching & Learning  
Rebecca Pease

***Others Present:***

Fred Silva  
Marie Papciak  
Cherry Hamrick

***Purpose***

The purpose of the meeting was a Public Hearing for the proposed 2015-2016 budget and tax millage.

Evan Nuffer, Director of Finance and Operations, presented information on the 2015-2016 budget. The Board will take action on this information at the regular meeting at 6:30 p.m.

Respectfully submitted,

Mary Ann Martin, Secretary

rlp

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
REGULAR BOARD MEETING  
June 15, 2015**

***Opening of Meeting***

The regular meeting of the Waverly Community Schools Board of Education was called to order by President Britt Slocum at 6:32 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  
Mrs. Mary Ann Martin, Secretary  
Mr. Alan Wright, Treasurer  
Mrs. Melissa Sherry, Vice Secretary-Treasurer  
Mr. Calvin Jones, Trustee  
Mr. Joe Chahine, Trustee

***Staff Present:***

Mr. Terry Urquhart, Superintendent  
Mr. Evan Nuffer, Director of Finance and Operations  
Mr. Vincent C. Perkins, Director of Human Services  
Mrs. Gloria Gonzalez, Director of Student Services  
Mrs. Kelly Blake, Director of Teaching & Learning  
Rebecca Pease  
Christopher Huff  
Mike Moreno  
Vickie Tisdale  
Tim Lyman  
Shawn Talifarro  
Helene McNeilly

***Others Present:***

Marie Papciak  
Cherry Hamrick

***Pledge***

Marie Papciak led the pledge of allegiance.

***Special Presentations***

Marie Papciak, Chairman of the Delta Township Library Board, addressed the Board regarding the relationship between Waverly Community Schools, Delta Township, and the library. Mrs. Papciak served as a Library Media Specialist for 24 years at Elmwood Elementary School, has been a trustee for the last 15 years on the Library board, and the chairman for the last two years. Delta Township partnered with the Waverly Community Schools because the school district used SIRSI. The Library Board has six members, four appointed by Delta Charter Township and two appointed by Waverly Community Schools. Mrs. Papciak invited Board members to spend more time at the library and to attend library board meetings to see what they are doing in support of the library. She suggested perhaps school board members could rotate attending the Library Board meetings which are held on the third Monday of every month beginning at 5:00 p.m. Mrs. Papciak stated they want to keep Waverly involved and suggested that Waverly might want to advertise what is going on at the Library in school newsletters.

Cherry Hamrick, Library Director, provided a recap of the Library's annual report including circulation, size of collection, number of library card holders, books borrowed and loaned, number of website visits, and special events (Trick or Treat, summer reading, home-school program, Battle of the Books, Cook-off, and Jingle Bell Race). She noted there is a large number of volunteers who are "Friends of the Library". Mrs. Hamrick stated she was one of ten to win an award by the Carnegie Corporation in a contest called "I Love My Library", being nominated by a library employee. She received her award at the New York Times Building in New York City.

***Special Presentations (continued)***

Mrs. Hamrick said the members of the Delta Township Library Board are Marie Papciak and Colleen Weinfeld appointed by Waverly Community Schools, and Doug Drake, Rob Spagnuolo, Ross Wilson, and Edith Suttles, appointed by Delta Charter Township.

Board members thanked Mrs. Papciak and Mrs. Hamrick for their presentation and congratulated Mrs. Hamrick on her award.

***Correspondence***

None

***Public Comment***

None

***Student Representative Report***

None

***Board Member Comment***

Member Martin stated one of her very favorite activities is Commencement, noting she was proud of all of the graduates. She applauded Chris Huff for reigning in the noise that was taking over the ceremony. Member Martin said the High School Orchestra and Reflections performed in their usual wonderful manner. She reported she attended the National Junior Honor Society induction and the High School Honors Night, which she described as one of her favorite nights. Member Martin congratulated the athletic teams who have excelled this spring. She informed the Board she attended the Ingham Intermediate School District election, voting for the member the Waverly Board had designated.

Member Witwer commended the grounds crew who are working hard and doing a great job and commented on the new signage that is in the process of being installed at school buildings.

Member Sherry congratulated the District's retirees, noting she heard lots of stories about how they impacted our students. She also noted commencement was a high point for her. Member Sherry thanked Marie Papciak and Cherry Hamrick for their presentation on the library.

Member Chahine thanked the administrators and teachers for a great year and wished them an enjoyable summer.

President Slocum congratulated the retirees who had a major impact on the District, noting he will miss one custodian in particular.

***Adoption of Agenda***

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

Motion carried. AYES – 7; NAYS – 0.

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

The minutes of the special Board meeting of May 4, 2015 and the regular Board meeting of May 18, 2015 were approved as presented.

***Personnel and Policy Committee Report***

Member Chahine stated there was no report.

***Finance and Facility Committee Report***

Member Wright reported Board members received the financial report at the budget hearing preceding the regular meeting.

***Teaching and Learning Committee Report***

Member Sherry reported there is no report.

***\*\*\*Personnel Report – Report #14-69 – For Action***

The Board approved the transfer of Zack Gleason from High School Custodian to Temporary Grounds; the transfer of Todd Stiles from MS Custodian to Temporary Grounds; and the transfer of Jim Sessions from Sub Custodian to Elmwood Custodian 2<sup>nd</sup> shift; the employment of the following for the Summer School Program: Jeff Smith (HS Online Summer Academy Teacher); Jeff Hager (Special Ed Extended SY Grades 2-4 teacher); Betty Miclay (Special Ed Extended SY Grades 2-4 teacher); Lance Enderle (Special Ed Extended SY Grades 5-6 teacher); Terry Collett-Such (Special Ed Extended SY Grades 5-6 Parapro); Ben Darin (Winans Jump Start Summer School Teacher); Becky Hager (Winans Jump Start Summer School Teacher); Brenda Hinds (Winans Jump Start Summer School Teacher); Gini Larson (Winans Jump Start Summer School Teacher); Betty Miclay (Winans Jump Start Summer School Teacher); and Emily Williams (Winans Jump Start Summer School Teacher; the lay-off of Nikki Harrison (MS Social Studies) and Glenn Briggs (HS Social Studies/CTE); the reduction of Nate Beckholt from East/MS Physical Education .7 FTE to East Physical Education/Winans Tech .6); the resignation of Amanda Bates (Winans .67 Art Teacher) and Lisa Hornberger-Rocco (HS Special Education teacher); and the resignation of Anne Reimers (Winans Title I Parapro 3.4 hours); Melissa Finegan (MS Assistant Secretary 5 Hours); and Paul Milligan (Auditorium Manager).

***\*\*\*Policy (Second Reading) – Report #14-70 – For Action***

The Board approved the following policies at second reading:

Policy 1240	Evaluation of the Superintendent	Revised
Policy 1420	School Administrator Evaluation	Revised
Policy 2260.01	Section 504/ADA Prohibition against Discrimination Based on Disability	Revised
Policy 3120	Employment of Professional Staff	Revised
Policy 3139	Staff Discipline	Revised
Policy 3220	Professional Staff Evaluation	Revised
Policy 4120	Employment of Support Staff	Revised
Policy 5112	Entrance Age	Revised
Policy 5114	Foreign and Foreign-exchange Students	Revised
Policy 5320	Immunization	Revised
Policy 5350	Student Suicide	Revised
Policy 5460	Graduation Requirements	Revised
Policy 5517.01	Bullying and Other Aggressive Behavior toward Students	Revised
Policy 7540.02	District Web Page	Revised
Policy 7540.04	Staff Education Technology Acceptable Use and Safety	Revised
Policy 8390	Animals on District Property	Revised
Policy 8400	School Safety Information	Revised

***\*\*\*Finance Report – Report #14-71 – For Action***

The Board approved the Finance Report as presented.

***\*\*\*Certification of Summer Tax Levy – City of Lansing, Delta Township and Lansing Township – Report #14-72 – For Action***

The Board adopted the proposed summer tax levy for the City of Lansing, Delta Township and Lansing Township. A certified copy is affixed to the official minutes of this meeting.

***Waverly Community Schools 2015-2016 Budget Resolutions – Report #14-73 – For Action***

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

The 2015-16 General Fund resolution with revenues of \$28,737,677 and expenditures of \$29,333,084;

The 2015-16 Debt Retirement Fund Resolution with revenues of \$6,038,115 and expenditures of \$5,717,485;

The 2015-16 Special Revenue Funds Resolution with revenues of \$1,352,753 and expenditures of \$1,345,500;

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

***Contract Award for Electrical Services – Report #14-74 – For Action***

A motion was presented by Member Jones and supported by Member Sherry. MOTION: The Board of Education awards a service contract to JC Electric, the lowest responsible bidder, in accordance with Board Policy 6320 (Purchasing).

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

***Contract Award for HVAC and Plumbing Services – Report #14-75 – For Action***

A motion was presented by Member Sherry and supported by Member Wright. MOTION: The Board of Education awards a service contract to Gunthorpe Plumbing and Heating, Inc., the lowest responsible bidder, in accordance with Board Policy 6320 (Purchasing).

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

***Superintendent's Report***

Superintendent Urquhart reported we are working on rolling out a new website on July 1<sup>st</sup>. We are doing a lot to make sure it is up to date and accurate. You will see more information from the Superintendent and principals on a monthly basis. Mr. Urquhart distributed website pages to Board members to update their profiles.

Superintendent Urquhart reported the July organizational meeting is currently scheduled for Monday, July 6<sup>th</sup> at 6:00 p.m. Included in this meeting will be a schedule of school board meetings, which generally will be the third Monday of the month. However, there are some exceptions (January – Martin Luther King Jr. Day and February – President's Day). Three Professional Development meetings are planned throughout the year.

Superintendent Urquhart reported there is still no word from the Office of Civil Rights.

Superintendent Urquhart congratulated this year's retirees.

Superintendent Urquhart reported the grounds crew is doing a great job with extra trimming and edging. He also said new improvements at parking are being made at this building and several school buildings.

***Public Comment***

None

***Other Board Business***

Member Martin stated she would be remiss in not recognizing the retirees who significantly contributed to the Waverly Community Schools.

***Other Board Business (cont.)***

Member Jones congratulated the retirees and wished them well. Member Jones stated there was a state track meet on the day of Commencement, noting if students are successful at that level, we need to advertise it.

President Slocum asked the Board to go into closed session for the purpose of discussing a personal matter with the Superintendent.

A motion was presented by Member Martin and supported by Member Chahine. MOTION: The Board of Education go into closed session for the purpose of discussing a personal matter with the Superintendent.

Motion carried. Roll call vote was taken, with all members present voting aye (Members Slocum, Witwer, Martin, Wright, Sherry, Jones, and Chahine).

The Board went into closed session at 7:10 p.m. and returned to open session at 7:56 p.m.

***Adjournment***

The meeting adjourned at 7:57 p.m.

Respectfully submitted,

Mary Ann Martin, Secretary  
rlp

\*\*Consent Agenda

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
SPECIAL MEETING  
July 13, 2015**

**Report #15-01**

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

**Subject:**           **Designation of Date, Time & Location of School Board Meetings**

**Recommendation:**

In accordance with **Public Act No. 267 of the Michigan Public Acts of 1976**, the Superintendent recommends the Board of Education meeting calendar be established as follows:

<b><u>2015</u></b>	<b><u>2016</u></b>
August 17, 2015	January 19 (Tuesday)
August 24 (PD)	February 16 (Tuesday)
September 21	February 29 (PD)
October 19	March 21
November 16	April 18
November 30 (PD)	May 16
December 14	June 20

All regular meetings will begin at 6:30 P.M. and will be held in the Administrative Center’s Board Room. Professional Development meetings will begin at 9:00 A.M. and will be held in the East Conference Room.

A special organizational meeting of the Board of Education for the 2016-2017 school year will be held on Monday, July 11, 2016 at 6:00 p.m.

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
SPECIAL MEETING  
JULY 13, 2015**

**Report #15-02**

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

**Subject:**

Annual Designation of School Depositories

**Recommendation:**

The Superintendent recommends the Board of Education designate the following banking and investment institutions for the deposit of all funds over which the Board has direct or supervisory control.

**PNC Bank**

General Fund – Checking

General Fund – Checking (Payroll)

Debt Retirement Fund – Checking and Investments

Capital Projects Fund (2013 Building and Site, Series I) – Money Market

**COMERICA BANK**

Food Service Fund – Checking and Investments

Community Services Fund – Checking and Investments

General Fund – Checking and Investments

Trust & Agency Fund – Checking

Capital Projects Fund (2013 School Facility Improvement) – Checking and Investments

**MICHIGAN SCHOOL DISTRICT LIQUID ASSET FUND**

General Fund – Checking and Investments

**Statement of Purpose:**

Board Bylaw 0154 requires that the Board shall designate depositories for school funds; M.C.L. 380.1221

**Background Information:**

The District uses PNC Bank for its primary depository institution for all activities related to the General Fund and Capital Projects. Funds for Trust & Agency, Preschool, Food Services and Debt Retirement are held with Comerica Bank in segregated accounts so as not to comingle those funds.

**Budget Impact:**

Not applicable

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
SPECIAL MEETING  
JULY 13, 2015**

**Report #15-03**

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

**Subject:**

Designation of Professional Service Consultants – Attorneys

**Recommendation:**

The superintendent recommends the Board of Education retain Thrun Law Firm, P.C. to address legal issues of the school district.

**Statement of Purpose:**

The above recommended law firm has served as counsel to the Board and their performance has been judged satisfactory. Approval of the Board’s legal counsel at this time provides the administration with direction when needing legal advice during the school year.

**Background Information:**

In the past, the firm of Thrun Law Firm, P.C. has been authorized as professional counsel. The firm has performed legal services including elections, bonding proposals, state aid note preparation, negotiations, personnel matters, and other concerns.

**Budget Impact:**

The retainer charged in January 2015 by Thrun Law Firm, P.C. was \$1,600.

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
SPECIAL MEETING  
JULY 13, 2015**

**Report #15-04**

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

**Subject:**

Designation of Audit Firm for 2015-16

**Recommendation:**

The Superintendent recommends the Board of Education designate Plante & Moran, PLLC, Certified Public Accountants, to audit the school district's financial records for the year ended June 30, 2016

**Statement of Purpose:**

Board Policy 6830 requires that after the close of the fiscal year (June 30th), an audit of all accounts of the District be made annually by an independent, certified public accountant. The audit examination shall be conducted in accordance with generally accepted auditing standards and shall include all funds over which the Board has direct or supervisory control.

**Background Information:**

Plante & Moran performs audits for many school districts and works closely with the state of Michigan. The firm has audited the school district's financial records for over 20 years in a satisfactory manner.

**Budget Impact:**

The cost of the annual financial audit in 2013-2014 was \$30,150.

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
SPECIAL MEETING  
JULY 13, 2015**

**Report #15-05**

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

**Subject:**

Annual Designation of Authorized Signatories

**Recommendation:**

The Superintendent recommends the Board of Education designate the signatories for Waverly Community Schools' banking and investment transactions for the 2015-16 fiscal year.

All checks drawn against an authorized, demand account in the following funds will be signed by the Board Treasurer and countersigned by the Director, Finance and Operations.

**General Fund  
Trust & Agency Fund  
Waverly Community Services Fund  
Lunch Fund  
Debt Fund  
Capital Projects Fund**

The Director, Finance and Operations will be authorized to invest temporary, excess cash in the name of Waverly Community Schools and to liquidate such investments by deposit in authorized accounts.

The Superintendent recommends the Board of Education authorize the Director, Finance and Operations, or his/her designee, to sign purchase orders for the 2015-2016 fiscal year.

The Superintendent recommends the Board of Education authorize the Superintendent, or his/her designee, to sign contracts and agreements for the 2015-2016 fiscal year.

**Statement of Purpose:**

Board Bylaw 0154 requires that the Board shall designate those persons authorized to sign checks, contracts, agreements, and purchase orders

**Background Information:**

It is necessary for the Board of Education to officially designate its authorized signatories at the beginning of each school year.

**Budget Impact:**

Not applicable

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
SPECIAL MEETING  
JULY 13, 2015**

**Report #15-06**

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

**Subject:**

Designation of Electronic Transfer Officer (ETO)

**Recommendation:**

The Superintendent recommends the Board of Education designate the Treasurer and the Director, Finance and Operations as the Electronic Transfer Officers (ETO) for the 2015-2016 school year

**Statement of Purpose:**

Board Bylaw 0154 requires that the Board shall designate the Electronic Transfer Officer (ETO) in accordance with Policy 6144 – Investments, which states, The Board may adopt a resolution at its annual organizational meeting, authorizing electronic transactions and the treasurer or the Electronic Transfer Officer (ETO) as authorized agent(s) to complete such transactions on behalf of the Board

**Background Information:**

The District executes electronic transfers for the interfund movement of cash for the purposes of making debt retirement payments, tax receipts for debt retirement, food service receipts and trust and agency payments.

**Budget Impact:**

Not applicable

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
SPECIAL MEETING  
July 13, 2015**

**Report #15-07**

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

**Subject:** Designation of Person to Post Meetings

**Recommendation:**

The Superintendent recommends the Recording Secretary to the Board of Education be designated as the person to post meetings of the Board of Education. In her absence, the Superintendent shall appoint a person to post individual meetings as required.

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
SPECIAL MEETING  
July 13, 2015**

**Report #15-08**

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

**Subject:** Designation of Charitable Giving Fiscal Agents

**Recommendation:**

The Superintendent recommends the Waverly Community Schools Board of Education select the Capital Area United Way and the Waverly Education Foundation as its charitable giving campaign fiscal agents for the 2015-2016 school year.

**Statement of Purpose/Issue:**

This action by the Board of Education establishes the Capital Area United Way and the Waverly Education Foundation as the only two agencies having access to the district's payroll deduction process for the purpose of conducting their charitable giving campaigns for the 2015-2016 school year.

**Background Information/Historical Perspective:**

In past years, the Capital Area United Way was named the fiscal agent as an umbrella under which all charities seeking to use the district's payroll deduction process for charitable campaign giving must conform. The Waverly Education Foundation approached administration in 1995 with a plan to enhance its membership through offering a payroll deduction plan for district employees. This will ultimately benefit the district as Foundation monies will eventually filter back to the schools through enhancement of programs.

**Rationale for Recommendation:**

It is timely that the Board of Education selects its annual charitable workplace giving campaign fiscal agents in preparation for the Capital Area United Way and the Waverly Education Foundation campaigns. Traditionally the United Way campaign is conducted during the months of September and October. The Waverly Education Foundation offers membership to employees through payroll deduction on an ongoing basis.

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
SPECIAL MEETING  
July 13, 2015**

**Report #15-09**

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

**Subject:** Membership Resolution -- Michigan High School Athletic Association

**Recommendation:**

The superintendent recommends the Waverly Community School District continues its membership and relationship with the Michigan High School Athletic Association and that the following membership resolution, provided by the Michigan High School Athletic Association, be adopted for the year August 1, 2015 through July 31, 2016.

The secondary schools in the Waverly Community School District, City of Lansing, County of Eaton, State of Michigan, are hereby:

- (A) enrolled as members of the Michigan High School Athletic Association, Inc., a nonprofit association, and
- (B) are further enrolled to participate in the approved inter-school athletic activities sponsored by said association.

The Board of Education hereby delegates to the Superintendent or his designee(s) the responsibility for the supervision and control of said activities, and hereby accepts the Constitution and Bylaws of said association and adopts as its own the rules, regulations, and interpretations (as minimum standards), as published in the current Handbook and qualifications as published in the Bulletin as the governing code under which the said schools shall conduct their program of interscholastic activities and agrees to primary enforcement of said rules, regulations, interpretations, and qualifications. In addition, it is hereby agreed that schools which host or participate in the association's meets and tournaments shall follow and enforce all tournament policies, procedures and schedules.

This authorization shall be effective from August 1, 2015 and shall remain effective until July 31, 2016, during which time the authorization may not be revoked.

**Background Information/Historical Perspective:**

Through Policy 2431 "the Board further adopts those eligibility standard set by the Constitution of the Michigan High School Athletic Association (MHSAA) and shall review such standards annually to ascertain that they continue to be in conformity with the objectives of this Board."

**Rationale for Recommendation:**

Action is necessary to prevent a lapse in membership, and enable the district to participate in league activities.

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
SPECIAL MEETING  
July 13, 2015**

**Report #15-10**

**Subject:            Personnel Report\*\*\***

**A.        Employment – Certified**

<u>Name</u>	<u>Position</u>	<u>Step/Salary</u>	<u>Effective</u>
Candace Chappell	East .4 Orchestra Teacher	BA+0, 0/\$14,874.00	9/01/2015
Jillian Fortain	School Psychologist	MA+45, 1/\$45,836.00	9/01/2015
Joseph Szombati	MS .4 Phys. Ed. Teacher	BA+0, 0/\$14,874.00	9/01/2015

**B.        Transfer – Non-Certified**

<u>Name</u>	<u>Position</u>	<u>Class/Salary</u>	<u>Effective</u>
Jeremiah Baynes	From: MS Dean of Students To: MS Asst. Principal	MA+30, 11/\$78,751.00 \$83,640.00	7/1/2015
Theresa Willis	From: Colt .4 Art Teacher To: Colt & Winans Art Teacher	BA+0, 1/\$15,600.80 BA+0, 1/\$39,002.00	9/1/2015

**C.        Transfer – Non-Certified**

<u>Name</u>	<u>Position</u>	<u>Class/Salary</u>	<u>Effective</u>
Sylvia Hernandez	From: HS Lunch Assistant (2.5 hrs.) To: MS Assistant Secretary (5 hrs.)	Class F/\$9.87 Class 1/\$15.20	8/19/2015

**D.        Resignation – Certified**

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective</u>
Carla Larzelere	Colt .4 Music Teacher	Personal	06/30/2015

**E.        Resignation – Non-Certified**

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective</u>
Benjamin Bungard	East SE Parapro (7.25 hrs.)	Personal	06/30/2015

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
SPECIAL MEETING  
JULY 13, 2015**

**Report #15-11**

**FOR ACTION**

**Subject:**

State Aid Note program borrowing resolution

**Recommendation:**

The Superintendent recommends the Board of Education approves the resolution to borrow money for school operations and issue its notes therefore pledging for the payment of moneys to be received by it pursuant to the State School Aid Act of 1979, Act 94 as amended.

**Statement of Purpose:**

Based on a statement of cash flows prepared for upcoming 2015-2016 fiscal year, it is anticipated the District will need to borrow up to \$2,300,000 to maintain a minimum operating reserve cash balance of \$800,000 during the 2015-2016 fiscal year. \$900,000 is the approximate amount required to meet bi-weekly payroll and benefits.

**Budget Impact:**

Interest expense related to the short term borrowing is budgeted at 0.9%, or approximately \$20,700.

**Historical Perspective:**

Under the terms of Section 1225 of Act 451, the School District is authorized to borrow money for school operations and issue notes pledging for the repayment of those notes. For the first time in 2012-2013 the District needed to borrow from the Michigan Finance Authority (MFA) State Aid Note (SAN) program to meet cash needs. Last year the District borrowed direct from PNC Bank at a variable interest rate of 0.60% plus the one-month LIBOR Rate (currently 0.1865%) multiplied by 70%. This variable rate structure allowed the district to repay principal in the amount of \$1.5MM as of April 1, 2015 to reduce interest costs.

**Discussion of Options:**

The Board of Education can adopt the resolution as presented, or reject the resolution and seek an alternate source of short term borrowing for the upcoming fiscal year

**Rationale for Recommendation:**

Short term borrowing will be necessary to meet the cash flow obligations of the School District during the 2015-2016 school year. State Aid Notes, either through the MFA or through a direct bank placement, offer a low cost financing opportunity to borrow money for school operations by pledging monies received pursuant to the "State Aid Act", which shall be the full faith and credit obligation of the School 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.

**STATE AID OPERATING NOTES RESOLUTION**

Waverly Community Schools, Ingham, Eaton and Clinton Counties, Michigan (the "Issuer")

A regular meeting of the board of education of the Issuer (the "Board") was held in the \_\_\_\_\_, within the boundaries of the Issuer, on the 13th day of July, 2015, at \_\_\_\_\_ o'clock in the \_\_\_\_ .m.

The meeting was called to order by \_\_\_\_\_, President.

Present: Members

Absent: Members

The following preamble and resolution were offered by Member \_\_\_\_\_ and supported by Member \_\_\_\_\_:

**WHEREAS:**

1. Under the terms of Section 1225 of Act 451, Public Acts of Michigan, 1976, as amended ("Act 451"), a school district is authorized, either by achieving qualified status as described in Section 303(2) of Act 34, Public Acts of Michigan, 2001, as amended, or upon receiving prior approval of the authorized representative of the Department of Treasury, to borrow money for school operations and issue its notes therefor, pledging for the payment thereof monies to be received by it from the state school aid fund, which notes shall be the full faith and credit obligation of the Issuer; and

2. The estimated amount of such state aid appropriations allocated, or to be allocated, to this Issuer is \$\_\_\_\_\_ for the fiscal year ending June 30, 2016, of which amount the sum of \$\_\_\_\_\_ has been heretofore distributed and received, leaving a balance of \$\_\_\_\_\_ as the estimated amount remaining to be distributed to the Issuer pursuant to Act 451; and

3. This Issuer has immediate need to borrow the sum of not to exceed Two Million Three Hundred Thousand Dollars (\$2,300,000) to pay current operating expenses for fiscal year 2015-2016; and

4. The principal amount of the notes payable from the undistributed balance of the appropriations allocated to this Issuer for said fiscal year which have heretofore been issued and are now outstanding is \$\_\_\_\_\_; and

5. Five percent (5%) of estimated fiscal year 2014-2015 operating expense is \$\_\_\_\_\_; and

6. The process of soliciting bids by publishing a notice of sale in a publication as specified in Section 309(2) of Act 34, Public Acts of Michigan, 2001, as amended, is



prohibitively more expensive than obtaining bids through the distribution of a solicitation for bids.

**NOW, THEREFORE, BE IT RESOLVED THAT:**

1. This Issuer shall borrow the sum of not to exceed Two Million Three Hundred Thousand Dollars (\$2,300,000) or such lesser amount as the Department of Treasury may approve or as reduced by a member of either the administrative staff or the Board of the Issuer, and shall issue its note or notes (the "Notes") therefor. The Issuer hereby appropriates a sufficient amount of state aid to repay the principal of and interest on the Notes. In addition, the full faith and credit of the Issuer is hereby irrevocably pledged for payment of the principal and interest on the Notes, and in case of insufficiency of state aid, the Issuer shall pay the Notes from any funds legally available therefor, and, if necessary, levy taxes on all taxable property in the Issuer for the payment thereof, subject to applicable constitutional and statutory tax rate limitations, all pursuant to Act 451. The pledge of full faith and credit is subordinate to any encumbrances or tax levies pledged or to be pledged for the payment of tax anticipation notes issued or to be issued by the Issuer pursuant to Act 34, Public Acts of Michigan, 2001, as amended.

It is hereby declared that said borrowing is necessary for the purpose of securing funds for school operations and it is agreed with the purchaser of said Notes that the proceeds thereof will be used exclusively for that purpose.

2. Based upon expense considerations associated with publishing a notice of sale, as specified in Section 309(2) of Act 34, Public Acts of Michigan, 2001, as amended, the Board authorizes the distribution of a solicitation for bids, without publication, to obtain bids under the terms of Paragraph 5 of this resolution.

3. Said Notes shall be dated as of August 20, 2015, or the date of delivery, shall bear interest from the date thereof until paid at a variable interest rate to be determined by the bidder's establishment of a fixed base interest rate not to exceed one and seventy-five hundredths percent (1.75%) per annum plus 70% of the 1 month London Inter-Bank Offered Rate ("LIBOR") published as of the calculation dates (the "Calculation Dates") for the Notes (the "Rate Formula"). The Calculation Dates shall be the successive dates on which the variable interest rate is to be periodically adjusted. The initial Calculation Date shall be the date bids are received by the Issuer for the Notes. The subsequent Calculation Dates shall be the first business day of each month occurring while the Notes are outstanding, beginning October 1, 2015. Upon the establishment of the interest rate on the given Calculation Date, that interest rate shall be effective for the duration of that month (or in the instance of the initial Calculation Date, for the period from the date of issuance until September 30, 2015), until the recalculation of the interest rate occurs pursuant to the Rate Formula as of the next Calculation Date. The interest rate shall accrue on the balance from time to time remaining unpaid. In the alternative, the Notes may also have a fixed interest rate of not to exceed four percent (4%) per annum. The Notes shall be in minimum denominations of \$100,000, shall be payable to the Registered Owner, in lawful money of the United States of America, at such bank or trust company in the State of Michigan as shall be designated by the original purchaser of the Notes, which paying agent qualifies as such under the statutes of the State of Michigan or of the Federal Government, and shall be due and payable on August 20, 2015. If more than one note is issued, the Notes shall be numbered

serially from 1 upwards. Such Notes may be designated, at the option of the purchaser thereof, as a "State Aid Note" or "State Aid Notes".

4. The form of the Notes shall be in substantially the form set forth and attached hereto as Exhibit A.

5. Once the Issuer has either achieved qualified status under Act 34, Public Acts of Michigan, 2001, as amended, or received prior approval for the issuance of the Notes from the authorized representative of the Department of Treasury, and based upon the determination of Paragraph 2 of this resolution, a member of either the administrative staff or the Board of the Issuer is authorized to arrange for the sale of such Notes without the taking of competitive bids thereon, provided that when bids, competitive or otherwise, are solicited and more than one bid received, such Notes shall be awarded to the lowest responsible bidder. The Notes shall be executed by the President and Secretary of the Board. In the absence of the President, the Superintendent may sign in the place of the President, and in the absence of the Secretary, the Treasurer of the Board may sign in place of the Secretary.

6. The form of solicitation for bids shall be in substantially the form set forth and attached hereto as Exhibit B.

7. If the Issuer has not achieved qualified status under Act 34, Public Acts of Michigan, 2001, as amended, a member of either the administrative staff or the Board of the Issuer is hereby authorized and directed to file a certified copy of this resolution with the authorized representative of the Department of Treasury for and on behalf of the Issuer and an application for an order approving such borrowing and issuance of said Notes, if applicable, and to pay any applicable fee therefor.

8. The Board hereby designates the Notes of this issue as "Qualified Tax-Exempt Obligations" for purposes of deduction of interest expense by financial institutions under the provisions of the Internal Revenue Code of 1986, as amended. The Board covenants to comply with existing provisions of the Internal Revenue Code of 1986, as amended, necessary to maintain the exemption of interest on the Notes from federal income taxation.

9. A member of either the administrative staff or the Board of the Issuer is further authorized to approve the specific interest rate to be borne by the Notes, not exceeding the maximum rate permitted by law, the purchase price of the Notes, and other terms and conditions relating to the Notes and the sale thereof. A member of either the administrative staff or the Board of the Issuer is directed to execute a certificate accepting the interest rate and purchase price of the Notes on behalf of the Issuer.

10. Within fifteen (15) business days after issuance of the Notes, the Board hereby authorizes and directs the Superintendent to cause to be filed with the Department of Treasury any and all documentation required subsequent to the issuance of the Notes, along with any statutorily required fee.

11. The President, Vice President, Secretary, Treasurer, Superintendent and the school employee acting in the capacity of the school business official are each further authorized to execute any documents or certificates necessary to complete the transaction. Any of those

officers may designate, in writing, an individual to act in their place with respect to the powers conveyed in this paragraph.

12. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

Ayes: Members

Nays: Members

Resolution declared adopted.

\_\_\_\_\_  
Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of Waverly Community Schools, Ingham, Eaton and Clinton Counties, Michigan, hereby certifies that the foregoing constitutes a true and complete copy of a resolution adopted by the Board at a regular meeting held on July 13, 2015, the original of which is part of the Board's minutes. The undersigned further certifies that notice of the meeting was given to the public pursuant to the provisions of the "Open Meetings Act" (Act 267, Public Acts of Michigan, 1976, as amended).

\_\_\_\_\_  
Secretary, Board of Education

CJI:bk

**EXHIBIT A**

**UNITED STATES OF AMERICA  
STATE OF MICHIGAN  
COUNTIES OF INGHAM, EATON AND CLINTON  
WAVERLY COMMUNITY SCHOOLS  
STATE AID NOTE**

**Maturity Date**

**Date of Original Issue  
August 20, 2015**

**CUSIP No.**

**REGISTERED OWNER:  
PRINCIPAL AMOUNT:**

Waverly Community Schools, Counties of Ingham, Eaton and Clinton, State of Michigan (the "Issuer"), for value received, hereby promises to pay to the Registered Owner specified below, or registered assigns, the Principal Amount specified above on the Maturity Date specified above, with interest thereon from the date hereof until paid at the Rate specified below based on a 360-day year, 30-day month, on presentation and surrender of this note (the "Note") at \_\_\_\_\_, Michigan (the "Paying Agent"). This Note is issued in minimum denominations of \$100,000.

The interest for the Note shall be paid at a variable interest rate (the "Rate") to be determined by the bidder's establishment of a fixed base interest rate not to exceed one and seventy-five hundredths percent (1.75%) per annum plus 70% of the 1 month London Inter-Bank Offered Rate ("LIBOR") published as of the calculation dates (the "Calculation Dates") for the Notes (the "Rate Formula"). The Calculation Dates shall be the successive dates on which the variable interest rate is to be periodically adjusted. The initial Calculation Date shall be the date bids are received by the Issuer for the Notes. The subsequent Calculation Dates shall be the first business day of each month occurring while the Notes are outstanding, beginning October 1, 2015. Upon the establishment of the interest rate on the given Calculation Date, that interest rate shall be effective for the duration of that month (or in the instance of the initial Calculation Date, for the period from the date of issuance until September 30, 2015), until the recalculation of the interest rate occurs pursuant to the Rate Formula as of the next Calculation Date.

This Note is not subject to redemption prior to maturity.

This Note is issued under the provisions of Section 1225 of Act 451, Public Acts of Michigan, 1976, as amended, and Act 34, Public Acts of Michigan, 2001, as amended, for the purpose of providing money for school operations for the fiscal year ending June 30, 2016. The Issuer has pledged for the payment of this Note monies to be received by it from state school aid. As additional security the Issuer has pledged the full faith, credit and resources of the Issuer and, in the event of the unavailability or insufficiency of state school aid for any reason, this Note is payable from tax levies within the Issuer's constitutional and statutory limitations or from unencumbered funds of the Issuer. The pledge of the full faith, credit and resources is subordinate to any encumbrances of tax levies pledged for the payment of tax anticipation notes issued or to be issued by the Issuer pursuant to Act 34, Public Acts of Michigan, 2001, as amended.

The Issuer has designated this Note as a "Qualified Tax-Exempt Obligation" for the purpose of deduction of interest expense by financial institutions under the provisions of the Internal Revenue Code of 1986, as amended.

It is hereby certified and recited that all acts, conditions and things required by law, precedent to and in the issuance of this Note, have been done, exist and have happened in regular and due time and form as required by law, and that the total indebtedness of the Issuer, including this Note, does not exceed any constitutional or statutory limitation.

IN WITNESS WHEREOF, Waverly Community Schools, Counties of Ingham, Eaton and Clinton, State of Michigan, by its Board of Education, has caused this Note to be signed in the name of the Issuer by its President and Secretary, as of August 20, 2015.

Waverly Community Schools  
Counties of Ingham, Eaton and Clinton  
State of Michigan

By Form Only - Not for Execution  
President

And Form Only - Not for Execution  
Secretary

**EXHIBIT B**

**SOLICITATION FOR BIDS**

**WAVERLY COMMUNITY SCHOOLS  
COUNTIES OF INGHAM, EATON AND CLINTON  
STATE OF MICHIGAN  
\$2,300,000  
STATE AID NOTES**

Unconditional and firm bids for the purchase of not to exceed Two Million Three Hundred Thousand Dollars (\$2,300,000) of State Aid Notes (the "Note" or "Notes") will be received by Waverly Community Schools, Ingham, Eaton and Clinton Counties, Michigan (the "Issuer") at \_\_\_\_\_, Michigan \_\_\_\_\_, on the \_\_\_\_ day of \_\_\_\_\_, 2015, until \_\_\_\_ o'clock in the \_\_\_\_m., prevailing Eastern Time, at which time and place said bids will be publicly opened and read. Award of Notes will be made on behalf of the Issuer by an authorized officer of the Issuer on that date.

**NOTE DETAILS; INTEREST RATE; PAYING AGENT; AND DENOMINATION:** The Notes will be dated August 20, 2015, or date of delivery, due on August 22, 2016, and will bear interest at a variable interest rate to be determined by the bidder's establishment of a fixed base interest rate not to exceed one and seventy-five hundredths percent (1.75%) per annum plus 70% of the 1 month London Inter-Bank Offered Rate ("LIBOR") published as of the calculation dates (the "Calculation Dates") for the Notes (the "Rate Formula"). The Calculation Dates shall be the successive dates on which the variable interest rate is to be periodically adjusted. The initial Calculation Date shall be the date bids are received by the Issuer for the Notes. The subsequent Calculation Dates shall be the first business day of each month occurring while the Notes are outstanding, beginning October 1, 2015. Upon the establishment of the interest rate on the given Calculation Date, that interest rate shall be effective for the duration of that month (or in the instance of the initial Calculation Date, for the period from the date of issuance until September 30, 2015), until the recalculation of the interest rate occurs pursuant to the Rate Formula as of the next Calculation Date. In the alternative, the Notes may bear a fixed interest rate of not to exceed four percent (4%) per annum. Both principal and interest will be payable at a bank or trust company located in the State of Michigan; New York, New York; or Chicago, Illinois, to be designated by the original purchaser of the Notes, which paying agent qualifies as such under the statutes of the state in which it is located or of the United States, with paying agent fees, if any, to be paid by the purchaser of the Notes. The Notes shall be issued in minimum denominations of \$100,000. If more than one Note is issued, the Notes shall be numbered serially from one upwards.

**NO OFFICIAL STATEMENT:** The Issuer will not provide a Near Final or final Official Statement. Further, compliance with Rule 15c2-12 of the Securities and Exchange Commission regarding sale to limited numbers of sophisticated investors is the sole responsibility of the successful bidder.

**PRIOR REDEMPTION:** The Notes are not subject to redemption prior to maturity.

**AWARD OF NOTES:** For the purpose of awarding the sale of the Notes, the interest cost of each unconditional and firm bid will be computed on a 360-day year, 30-day month, by determining, at the rate specified therein, the total dollar value of all interest on the Notes from August 20, 2015, to maturity and deducting therefrom any premium and adding thereto any discount. Any net premium bid on the Notes shall not result in a purchase price in excess of 100% of the par value of the Notes. The Notes will be awarded to the bidder whose unconditional and firm bid on the above computation produces the lowest dollar interest cost to the Issuer. No proposal for the purchase of less than all the Notes or at a price less than their par value will be considered. Any and all fees or charges of the bidder must be incorporated into the rate.

**SECURITY:** The Notes are issued under the provisions of Section 1225 of Act 451, Public Acts of Michigan, 1976, as amended, and Act 34, Public Acts of Michigan, 2001, as amended, for the purpose of providing money for school operations for the fiscal year ending June 30, 2016. The Issuer has pledged for the payment of the Notes, monies to be received by it from state school aid.

As additional security the Issuer has pledged the full faith, credit and resources of the Issuer and, in the event of the unavailability or insufficiency of state school aid for any reason, the Notes are payable from tax levies within its constitutional and statutory limitations or from unencumbered funds of the Issuer. The pledge of full faith and credit is subordinate to any encumbrances or tax levies pledged or to be pledged for the payment of tax anticipation notes issued or to be issued by the Issuer pursuant to Act 34, Public Acts of Michigan, 2001, as amended.

**LEGAL OPINION:** Bids shall be conditioned upon the unqualified opinion of Thrun Law Firm, P.C., attorneys of East Lansing, Michigan, which opinion will be furnished without expense to the purchaser prior to the delivery thereof, approving the legality of the Notes.

**TAX MATTERS:** In the opinion of note counsel, assuming continued compliance by the Issuer with certain requirements of the Internal Revenue Code of 1986, as amended (the "Code"), interest on the Notes is excluded from gross income for federal income tax purposes, as described in the opinion, and the Notes and interest thereon are excluded from taxable income for State of Michigan income tax purposes. Further, the Note and the interest thereon are subject to inheritance and estate taxes and taxes on gains realized from the sale, payment or other disposition thereof. The Issuer has designated the Notes as "**QUALIFIED TAX-EXEMPT OBLIGATIONS**" within the meaning of the Code and has covenanted to comply with those requirements of the Code necessary to continue the exclusion of interest on the Notes from gross income for federal income tax purposes.

**CERTIFICATE REGARDING "ISSUE PRICE":** The successful bidder will be required to furnish, prior to the delivery of the Notes, a certificate in a form acceptable to note counsel as to the "issue price" of the Notes within the meaning of Section 1273 of the Internal Revenue Code of 1986, as amended.

**INVESTMENT CERTIFICATE:** As a condition of award, the successful bidder will be required to furnish prior to the delivery of the Notes a certificate in a form acceptable to note counsel that documents the investment experience of the successful bidder and provides

representations that either the Notes are being purchased for the bidder's own portfolio without the intent to sell or re-offer the Notes or that if there is an intent to sell or re-offer the Notes, the bidder will obtain from the subsequent purchaser an investment certificate that is substantially identical to the certificate provided by the successful bidder. A sample form investment certificate acceptable to note counsel is available for review through note counsel prior to the sale and will be provided by note counsel to the successful bidder after the sale.

**DELIVERY OF NOTES:** The Issuer shall furnish Notes ready for execution at its expense. Notes will be delivered without expense to the purchaser at a place located in the STATE OF MICHIGAN, to be mutually agreed upon between the purchaser and the Issuer. Delivery can also be made in Chicago, Illinois or New York, New York, but at the EXPENSE of the PURCHASER. The usual closing documents, including a certificate that no litigation is pending affecting the issuance of the Notes, will be delivered at the time of the delivery of the Notes. Accrued interest to the date of delivery of the Notes, if any, shall be paid by the purchaser at the time of delivery.

Payment for the Notes shall be in such manner as to assure receipt of funds by the Issuer on the day of delivery of the Notes.

**THE RIGHT IS RESERVED TO REJECT ANY OR ALL BIDS.**

The bids should be plainly marked "Proposal for Waverly Community Schools State Aid Notes".

Form Only - Not for Execution  
Superintendent  
Waverly Community Schools

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
SPECIAL MEETING  
JULY 13, 2015**

**Revised Report #15-12**

**FOR ACTION**

**Subject:**

Purchase of HS Computer Carts, Document Cameras, and Network Switches

**Recommendation:**

The Superintendent recommends the Board of Education approve the following purchases:

- 55 Aver F50HD Document Cameras from Precision Data Products, Inc.
- 20 Ergotron Zip40 Charging Carts from Data Center Products, Inc.
- 640 HP 14" Chromebook from Inacomp TSG
- 2 HP Switches from Moss

The document cameras, carts, and switches would be purchased through REMCs bidding services eliminating our requirement to bid out these items. Similarly, the Chromebooks are being purchased through the SPOT bid which is also eliminates the need to bid. The covers come in below the State of Michigan bidding threshold. Nevertheless I attained three total prices for similar products. Each vendor was identified as the lowest responsible bidder per Board Policy 6320 (Purchasing).

**Statement of Purpose:**

The purpose of this recommendation is to:

- Using the document cameras, take advantage of new testing software implemented at the HS.
- Using the HS computer carts, covers and HP devices, meet curricular needs of the high school and allow for 1:1 access to technology.
- Using the switches, increase uptime of technology by providing network redundancy.

**Background Information:**

On June 14, 2015 the Bond Steering Committee recommended approval of the items listed above. Price quotes were received and reviewed and lowest responsible bids were chosen. The Technology Steering Committee made the recommendation to allocate funds from the Building and Site, Series I bonds to fund this purchase.

**Budget Impact:**

The total cost of this recommendation is Two Hundred Seventy Eight Thousand Eight Hundred Eighty-Two and 68/100 Dollars (\$278,882.68). This purchase will be funded entirely by the proceeds of the Building and Site, Series I bonds.

**Discussion of Options:**

The Board may entertain a motion to take one of the following actions:

- 1) Accept the recommendation, as presented
- 2) Table the recommendation for a future meeting
- 3) Reject the recommendation

**Strategic Plan Reference:**

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