



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

**Waverly Community Schools**

**Regular Meeting**

**Monday, August 17, 2015 6:30 PM**

# Agenda of Regular Meeting

## The Board of Education Waverly Community Schools

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A Regular meeting of the Board of Education of Waverly Community Schools will be held August 17, 2015, 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
  - A. Scott Koenigsknecht, IISD Superintendent
- III. Correspondence
- IV. Public Comment
- V. Student Representative Report
- VI. Board Member Comment
- VII. Adoption of Agenda
- VIII. \*\*\*Approval of Minutes 4
- IX. Presentation of Reports
  - A. Advisory Committee Reports
    - 1. Personnel & Policy - Member Chahine
    - 2. Finance & Facilities - Member Wright
    - 3. Teaching & Learning - Member Sherry
  - B. Personnel & Policy
    - 1. \*\*\*Personnel Report - Report #15-13, For Action 8
  - C. Finance & Facilities
    - 1. \*\*\*Certification of Winter Tax Levy - Report #15-14, For Action 9
  - D. Teaching & Learning
    - 1. Amendment to the Adopted 2015-2016 Program of Studies - Report #15-15, 15 For Action
    - 2. \*\*\*Extended Field Trip - For Information 17
- X. Superintendent's Report
- XI. Public Comment

XII. Other Board Business

XIII. Adjournment

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

***Opening of Meeting***

The special meeting of the Waverly Community Schools Board of Education was called to order by President 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, President  
Mrs. Angela Witwer, Vice President  
Mrs. Mary Ann Martin, Secretary  
Mr. Alan Wright, Treasurer  
Mr. Calvin L. Jones, Trustee  
Mr. Joe Chahine, Trustee

**Member Absent:**

Mrs. Melissa Sherry, Vice Secretary-Treasurer

***Staff Present:***

Mr. Terry Urquhart, Superintendent  
Mr. Evan Nuffer, Director of Finance & Operations  
Mrs. Gloria Gonzalez, Director of Student Services  
Mrs. Kelly Blake, Director of Teaching & Learning  
Mr. David Palme, Director of Technology  
Rebecca Pease

***Pledge***

David Palme led the Pledge of Allegiance.

***Board Pledge***

The Board recited the Board Member Pledge in unison.

***Correspondence***

Member Martin reported correspondence was received from Ingham Intermediate School District regarding its Board election.

***Board Member Comment***

Member Martin commended the hard work by the grounds crew in spiffing up the front of the Administration Building. She welcomed Superintendent Urquhart back, saying she hoped he had a wonderful vacation.

***Adoption of Agenda***

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

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

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

The minutes of the Public Hearing of June 15, 2015, and the regular meeting of June 15, 2015 were approved as presented.

***Public Comment***

None

**\*\*\*Designation of Date, Time, and Location of Board Meetings – Report #15-01 – For Action**

The Board of Education established its meeting calendar as follows:

<u>2015</u>	<u>2016</u>
August 17	January 19
August 24 (PD)	February 16
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.

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.

**\*\*\*Annual Designation of School Depositories – Report #15-02 – For Action**

The Board of Education designated the depositories for Waverly Community Schools’ monies and banking transactions for the 2015-2016 school year as presented in Report #15-02.

**\*\*\*Designation of Professional Service Consultants – Attorneys – Report #15-03 – For Action**

The Board of Education approved retaining Thrun Law Firm, P.C., to address legal issues of the school district.

**\*\*\*Designation of Audit Firm for 2015-2016 – Report #15-04 – For Action**

The Board of Education designated Plante & Moran, PLLC, Certified Public Accountants, to audit the district’s financial records for year ending June 30, 2016.

**\*\*\*Annual Designation of Authorized Signatories – Report #15-05 – For Action**

The Board of Education designated the signatories for Waverly Community Schools’ banking and investment transactions for the 2015-2016 fiscal year, as presented in Report #15-05.

**\*\*\*Designation of Electronic Transfer Officer – Report #15-06 – For Action**

The Board of Education designated the Treasurer and the Director of Finance and Operations as the Electronic Transfer Officers (ETO) for the 2015-2016 school year.

**\*\*\*Designation of Person to Post Meetings – Report #15-07 – For Action**

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

**\*\*\*Designation of Charitable Giving Fiscal Agents – Report #15-08 – For Action**

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

**\*\*\*Membership Resolution – Michigan High School Athletic Association – Report #15-09 – For Action**

The Board of Education adopted the resolution to continue its membership and relationship with the Michigan High School Athletic Association for the year August 1, 2015 through July 31, 2016.

**\*\*\*Personnel Report – Report #15-10 – For Action**

The Board of Education approved the employment of Candice Chappell (East .4 Orchestra Teacher); Jillian Fortain (School Psychologist) and Joseph Szombati (MS .4 Physical Education Teacher); the transfer of Jeremiah Baynes (from MS Dean of Students to MS Assistant Principal) and Theresa Willis (from Colt .4 Art Teacher to Colt and Winans Art Teacher); the transfer of Sylvia Hernandez from HS Lunch Assistant (2.5 hours) to Middle School Assistant Secretary (5 Hours); the resignation of Carla Larzalere (Colt .4 Music Teacher); and the resignation of Benjamin Bungard (East Special Education Parapro).

**State Aid Note Program Borrowing Resolution – Report #15-11 – For Action**

A motion was presented by Member Witwer and supported by Member Martin. MOTION: The Board of Education approves the resolution to borrow money for school operations and issue its note, 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.

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

**Purchase of HS Computer Carts, Document Cameras, and Network Switches – Report #15-12– For Action**

A motion was presented by Member Martin and supported by Member Wright. MOTION: The Board of Education approves 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 Inacom TSG
- 2 HP Switches from Moss

(The Chromebook covers were removed from this recommendation and will be brought back at a later date.)

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

Discussion was held regarding the use of Chromebooks and if students would be allowed to take them home. Kelly Blake stated there will be 20 carts with 32 Chromebooks each which will be housed within departments. The Chromebooks will stay in the classroom on the charging carts.

**Superintendent’s Report**

Superintendent Urquhart reported the Board will be visited by the new Ingham ISD Superintendent, Scott Koenigskecht, at its August meeting.

Superintendent Urquhart reported staff members are working hard on School of Choice enrollment. Things are in a state of flux right now with no concrete numbers to report. Gloria Gonzalez has been working hard making phone calls.

The August Professional Development meeting will focus on a potential sinking fund.

**Public Comment**

Gloria Gonzalez extended sympathy to Linda Anderson’s family.

***Other Board Business***

Member Chahine asked where we are with enrollment numbers. Superintendent Urquhart stated we are still a long way from where we would like to be, however, we are hoping to meet our budget numbers and beyond.

Member Jones requested an update on Windemere View at the August PD.

Member Martin said she was unable to go to Linda's wake. Her sympathy goes out to her family.

President Slocum also expressed his sympathy to the Anderson family, stating he has known her a long time. He also noted the trend in enrollment is typical and that many new families seem to come in to enroll late in August.

***Adjournment***

The meeting adjourned at 6:13 p.m.

Respectfully submitted,

Mary Ann Martin, Secretary

\*\*\*Consent Agenda

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**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
REGULAR MEETING  
August 17, 2015**

**Report #15-13**

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

**A.        Employment – Certified**

<u>Name</u>	<u>Position</u>	<u>Step/Salary</u>	<u>Effective</u>
Courtney Miller	Winans 4 <sup>th</sup> Grade Teacher	MA+0, 3/\$47,010.00	9/01/2015
Kailee Hobbins	School Psychologist	MA+15, 0/\$40,940.00	9/01/2015
Ryan Houthoofd	Winans 4 <sup>th</sup> Grade Teacher	BA+0, 1/\$39,002.00	9/01/2015

**B.        Employment - Contracted**

<u>Name</u>	<u>Position</u>	<u>Class/Salary</u>	<u>Effective</u>
Scott Castele	Athletic Director (paid via PCMI Services)	\$45,000.00	8/10/2015

**C.        Transfer - Certified**

<u>Name</u>	<u>Position</u>	<u>Class/Salary</u>	<u>Effective</u>
Mary Jo Pangborn	From: Special Education TSLI (.5 FTE)	MA+0, 3/\$23,505.00	09/01/2015
	To: Special Education TSLI (1.0 FTE)	MA+0, 3/\$47,010.00	
Kathryn Pike	From: K-4/East Music Teacher	BA+20, 4/\$47,383.00	09/01/2015
	To: Colt/Elm Music Teacher	BA+20, 4/\$47,383.00	
James Tolbert	From: MS Sp. Ed. Parapro (7.25 hrs.)	Class II/\$16.12	09/01/2015
	To: HS Special Education Teacher	MA+0, 0/\$39,495.00	

**D.        Transfer – Non-Certified**

<u>Name</u>	<u>Position</u>	<u>Class/Salary</u>	<u>Effective</u>
Ryan Holmes	From: Colt Sp. Ed. Parapro	Class II/\$16.12	09/01/2015
	To: East Sp. Ed. Parapro (7.25 hrs.)	Class II/\$16.12	
Amy Luzbetak	From: HS Lunch Assistant (3.5 hrs.)	Class F/\$9.87	09/01/2015
	To: HS Cafeteria Server (6 hrs.)	Class C/\$12.46	
Samuel Moreno	From: MS Sp. Ed. Parapro (3 hrs.)	Class II/\$14.96	09/01/2015
	To: MS Sp. Ed. Parapro (7.25)	Class II/\$14.96	

**E.        Resignation – Certified**

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective</u>
Grace Lynch	Elmwood TSLI	Personal	07/08/2015
Lucinda Sartor	Elmwood 2 <sup>nd</sup> Grade Teacher	Personal	09/01/2015

**F.        Resignation – Non-Certified**

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective</u>
Gordon Decker	Winans Breakfast & Lunch Asst. (3 Hrs.)	Personal	06/05/2015
Helen Hoskins	East Assistant Cashier (2 hrs.)	Personal	08/04/2015

**G.        Resignation – Contracted**

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective</u>
Ray Kimball	HS Athletic Director	Personal	06/30/2015

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
REGULAR MEETING  
AUGUST 17, 2015**

**Report #15-14**

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

**Subject:**

Certification of Winter Tax Levy

**Recommendation:**

The Superintendent recommends the Board of Education adopt the proposed winter tax levy for the City of Lansing, Delta Township, Lansing Township, Watertown Township and Windsor Township. A copy of the certification (L-4029) is included in the support materials.

**Statement of Purpose:**

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

**Budget Impact:**

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

**Historical Perspective:**

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

A breakdown of the winter tax levy is as follows:

<u>Operating</u>	<u>Rate <sup>(1)</sup></u>	<u>Rate <sup>(2)</sup></u>	<u>Expires</u>
All – Voted (Hold Harmless)	2.1069	4.2139	December 31, 2022
Commercial Personal – Voted	5.1069	10.2139	December 31, 2022
Non-Home – Voted	6.8931	13.7861	December 31, 2022
 <u>2013 Building and Site Debt</u>			
All	0.1900	0.3800	December 31, 2022
 <u>2013 Refunding Debt</u>			
All	3.5100	7.0200	December 31, 2020

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

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

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

**Discussion of Options:**

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

**Strategic Plan Reference:**

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

**2015 Tax Rate Request (This form must be completed and submitted on or before September 30, 2015)**

**MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS**

**Carefully read the instructions on page 2.**

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory; Penalty applies.

County(ies) Where the Local Government Unit Levies Taxes <b>Clinton County - Watertown Twp.</b>	2015 Taxable Value for ALL Properties in the Unit as of 5-26-15. <b>70,696,532</b>
Local Government Unit Requesting Millage Levy <b>Waverly Community Schools</b>	For LOCAL School Districts: 2015 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties. <b>not yet known</b>

**This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2015 tax roll.**

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election, Charter, etc.	(5)** 2014 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2015 Current Year "Headlee" Millage Reduction Fraction	(7) 2015 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
Extra Voted	Operating NON-HOME	05/2012	18.0000	18.0000	1.0000	18.0000	1.0000	18.0000		13.7861	12/2022
Hold Harmless Extra Voted	Operating ALL	05/2012	9.3000	9.3000	1.0000	9.3000	1.0000	9.3000		4.2139	12/2022
Extra Voted	2013 Refunding DEBT-ALL	06/2000	7.0200	N/A	1.0000	N/A	1.0000	7.0200		7.0200	12/2020
Extra Voted	2013 Bldg/Site DEBT-ALL	05/2013	0.3800	N/A	1.0000	N/A	1.0000	0.3800		0.3800	12/2022

Prepared by <b>Heather Walls</b>	Telephone Number <b>(517) 244-1291</b>	Title of Preparer <b>Ingham ISD Accounting Specialist</b>	Date <b>08/05/15</b>
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**CERTIFICATION:** As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

<input type="checkbox"/> Clerk	Signature	Print Name	Date
<input checked="" type="checkbox"/> Secretary			
<input type="checkbox"/> Chairperson	Signature	Print Name	Date
<input checked="" type="checkbox"/> President			

\* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

\*\* **IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).

Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 3 of 2015 for instructions on completing this section.

Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate ***
For Principal Residence, Qualified Ag, Qualified Forest and Industrial Personal	4.2139
For Commercial Personal	10.2139
For all Other	18.0000

\*\*\* **FOR DECEMBER 1 LEVY**

**2015 Tax Rate Request (This form must be completed and submitted on or before September 30, 2015)**

**MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS**

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County(ies) Where the Local Government Unit Levies Taxes <b>Ingham County - City of Lansing</b>	2015 Taxable Value for ALL Properties in the Unit as of 5-26-15.  <b>1,799,224</b>
Local Government Unit Requesting Millage Levy <b>Waverly Community Schools</b>	For LOCAL School Districts: 2015 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties.  <b>not yet known</b>

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(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election, Charter, etc.	(5)** 2014 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2015 Current Year "Headlee" Millage Reduction Fraction	(7) 2015 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
Extra Voted	Operating NON-HOME	05/2012	18.0000	18.0000	1.0000	18.0000	1.0000	18.0000	6.8930	6.8931	12/2022
Hold Harmless Extra Voted	Operating ALL	05/2012	9.3000	9.3000	1.0000	9.3000	1.0000	9.3000	2.1070	2.1069	12/2022
Extra Voted	2013 Refunding DEBT-ALL	06/2000	7.0200	N/A	1.0000	N/A	1.0000	7.0200	3.5100	3.5100	12/2020
Extra Voted	2013 Bldg/Site DEBT-ALL	05/2013	0.3800	N/A	1.0000	N/A	1.0000	0.3800	0.1900	0.1900	12/2022

Prepared by <b>Heather Walls</b>	Telephone Number <b>(517) 244-1291</b>	Title of Preparer <b>Ingham ISD Accounting Specialist</b>	Date <b>08/05/15</b>
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**CERTIFICATION:** As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

<input type="checkbox"/> Clerk	Signature	Print Name	Date
<input checked="" type="checkbox"/> Secretary			
<input type="checkbox"/> Chairperson	Signature	Print Name	Date
<input checked="" type="checkbox"/> President			

\* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

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Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 3 of 2015 for instructions on completing this section.	
Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	<b>Rate ***</b>
For Principal Residence, Qualified Ag, Qualified Forest and Industrial Personal	2.1069
For Commercial Personal	5.1069
For all Other	9.0000

**\*\*\* FOR DECEMBER 1 LEVY**

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**2015 Tax Rate Request (This form must be completed and submitted on or before September 30, 2015)**

**MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS**

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County(ies) Where the Local Government Unit Levies Taxes <b>Eaton County - Windsor Township</b>	2015 Taxable Value for ALL Properties in the Unit as of 5-26-15. <b>21,230,525</b>
Local Government Unit Requesting Millage Levy <b>Waverly Community Schools</b>	For LOCAL School Districts: 2015 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties. <b>not yet known</b>

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Extra Voted	Operating NON-HOME	05/2012	18.0000	18.0000	1.0000	18.0000	1.0000	18.0000		13.7861	12/2022
Hold Harmless Extra Voted	Operating ALL	05/2012	9.3000	9.3000	1.0000	9.3000	1.0000	9.3000		4.2139	12/2022
Extra Voted	2013 Refunding DEBT-ALL	06/2000	7.0200	N/A	1.0000	N/A	1.0000	7.0200		7.0200	12/2020
Extra Voted	2013 Bldg/Site DEBT-ALL	05/2013	0.3800	N/A	1.0000	N/A	1.0000	0.3800		0.3800	12/2022

Prepared by <b>Heather Walls</b>	Telephone Number <b>(517) 244-1291</b>	Title of Preparer <b>Ingham ISD Accounting Specialist</b>	Date <b>08/05/15</b>
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**CERTIFICATION:** As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

<input type="checkbox"/> Clerk	Signature	Print Name	Date
<input checked="" type="checkbox"/> Secretary			
<input type="checkbox"/> Chairperson	Signature	Print Name	Date
<input checked="" type="checkbox"/> President			

\* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

\*\* **IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).

Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 3 of 2015 for instructions on completing this section.

Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate ***
For Principal Residence, Qualified Ag, Qualified Forest and Industrial Personal	4.2139
For Commercial Personal	10.2139
For all Other	18.0000

\*\*\* **FOR DECEMBER 1 LEVY**

**2015 Tax Rate Request (This form must be completed and submitted on or before September 30, 2015)**

**MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS**

**Carefully read the instructions on page 2.**

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County(ies) Where the Local Government Unit Levies Taxes <b>Ingham County - Lansing Township</b>	2015 Taxable Value for ALL Properties in the Unit as of 5-26-15. <b>109,865,663</b>
Local Government Unit Requesting Millage Levy <b>Waverly Community Schools</b>	For LOCAL School Districts: 2015 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties. <b>not yet known</b>

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(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election, Charter, etc.	(5)** 2014 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2015 Current Year "Headlee" Millage Reduction Fraction	(7) 2015 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
Extra Voted	Operating NON-HOME	05/2012	18.0000	18.0000	1.0000	18.0000	1.0000	18.0000	6.8930	6.8931	12/2022
Hold Harmless Extra Voted	Operating ALL	05/2012	9.3000	9.3000	1.0000	9.3000	1.0000	9.3000	2.1070	2.1069	12/2022
Extra Voted	2013 Refunding DEBT-ALL	06/2000	7.0200	N/A	1.0000	N/A	1.0000	7.0200	3.5100	3.5100	12/2020
Extra Voted	2013 Bldg/Site DEBT-ALL	05/2013	0.3800	N/A	1.0000	N/A	1.0000	0.3800	0.1900	0.1900	12/2022

Prepared by <b>Heather Walls</b>	Telephone Number <b>(517) 244-1291</b>	Title of Preparer <b>Ingham ISD Accounting Specialist</b>	Date <b>08/05/15</b>
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**CERTIFICATION:** As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

<input type="checkbox"/> Clerk	Signature	Print Name	Date
<input checked="" type="checkbox"/> Secretary			
<input type="checkbox"/> Chairperson	Signature	Print Name	Date
<input checked="" type="checkbox"/> President			

\* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

\*\* **IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).

Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 3 of 2015 for instructions on completing this section.

Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate ***
For Principal Residence, Qualified Ag, Qualified Forest and Industrial Personal	2.1069
For Commercial Personal	5.1069
For all Other	9.0000

\*\*\* **FOR DECEMBER 1 LEVY**

**2015 Tax Rate Request (This form must be completed and submitted on or before September 30, 2015)**

**MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS**

**Carefully read the instructions on page 2.**

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory; Penalty applies.

County(ies) Where the Local Government Unit Levies Taxes <b>Eaton County - Delta Township</b>	2015 Taxable Value for ALL Properties in the Unit as of 5-26-15. <b>604,113,272</b>
Local Government Unit Requesting Millage Levy <b>Waverly Community Schools</b>	For LOCAL School Districts: 2015 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties. <b>not yet known</b>

**This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2015 tax roll.**

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election, Charter, etc.	(5)** 2014 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2015 Current Year "Headlee" Millage Reduction Fraction	(7) 2015 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
Extra Voted	Operating NON-HOME	05/2012	18.0000	18.0000	1.0000	18.0000	1.0000	18.0000	6.8930	6.8931	12/2022
Hold Harmless Extra Voted	Operating ALL	05/2012	9.3000	9.3000	1.0000	9.3000	1.0000	9.3000	2.1070	2.1069	12/2022
Extra Voted	2013 Refunding DEBT-ALL	06/2000	7.0200	N/A	1.0000	N/A	1.0000	7.0200	3.5100	3.5100	12/2020
Extra Voted	2013 Bldg/Site DEBT-ALL	05/2013	0.3800	N/A	1.0000	N/A	1.0000	0.3800	0.1900	0.1900	12/2022

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For Principal Residence, Qualified Ag, Qualified Forest and Industrial Personal	2.1069
For Commercial Personal	5.1069
For all Other	9.0000

**\*\*\* FOR DECEMBER 1 LEVY**

14

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
REGULAR MEETING  
August 17, 2015**

**Report #15-15**

**FOR ACTION**

**Subject:**

Amendment to the adopted Program of Studies, to include the offering of the Links/Peer to Peer course.

**Recommendation:**

The Superintendent recommends the Board of Education approves an update to the 2015-16 High School Program of Studies, as presented.

**Statement of Purpose/Issue:**

The purpose is to receive approval for an amendment to the Program of Studies in order to allow for the elective course LINKS/Peer to Peer to be added. This requested course will allow Waverly's Peer to Peer program to be comparable to other districts in the county and across the State of Michigan.

**Budget Impact:**

There is no budget impact to this request.

**Historical Perspective:**

The high school team and School Social Worker, along with the support of the Student Services Director, have been working for about 15 months on introducing Peer to Peer supports at the High School. Peer to Peer is designed to benefit both the special needs and the general education students. This course will allow those efforts to go forward for students who have expressed a desire to be a part of the program this fall.

**Discussion of Options:**

Due to time constraints, we are asking that the Board give consideration to adopting this amendment at this time.

**Rationale for Proposal:**

The Peer to Peer program is based on best practice research. High School staff members and a targeted parent and child have had expensive professional development around the implementation of the program. It will create a positive peer group for social and academic growth for special education students. The research shows that it will benefit the students in the general education program by building empathy, disability awareness, improved grades of the general education students and strong leadership skills.

Support Materials to Report #15-15

August 17, 2015

The proposed amendment to the Program of Studies would read as an elective course offering as noted below:

**Prerequisite:** Approval from school administration and staff is required. Students must fill out an application and complete an interview to be considered.

**LINKS/Peer to Peer**

Elective 1 Semester

This course will provide high school students with classroom and field experiences that will enable them to make informed decisions regarding careers. The program is designed for high school aged students interested in learning about students with special needs, and about individual students within Waverly High School. The students work together in an integrated, positive fashion, to promote socialization, independence and strong friendship bonds that last throughout high school and beyond. Peer to Peer Course Credit Programs represent one model of 21st Century instructional design that incorporates applied learning in a non-traditional manner. This course may be taken as a .5 semester course, and may be taken every year/semester as approved by school administration and staff.

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
REGULAR BOARD MEETING  
August 17, 2015**

**\*\*\*FOR INFORMATION**

David Gorbe, Band Director, and Maureen Nauss, Choir Director, have been given permission to plan an extended field trip to New York, New York in May of 2016. The band will march in the Little Neck-Douglaston Memorial Day Parade (largest Memorial Day parade in the nation) and the choir will take part in a performance or clinic yet to be determined. Points of interest to be visited will be Ellis Island, Liberty Island, Central Park, NBC Studios, Rockefeller Center, Carnegie Hall, 9/11 Memorial Museum, and One World Observatory. A tour manager will travel with the group while in New York.

The trip was planned for 70 marching band students and 20 choir students. At the date the Field Trip Request was submitted, the numbers appear to be higher. Mr. Gorbe, Mrs. Nauss, and 15-18 parents will serve as chaperones. The group will be lodged at the Springhill Suites Newark Airport Hotel in New Jersey.

The cost per student is estimated at \$735, but may fluctuate depending on the actual number of participants. Student activity accounts are set up for students to deposit monies earned through fundraising. Parents will pay the difference if enough money is not earned through fundraising.