



WAVERLY
COMMUNITY SCHOOLS
Pride. Tradition. Excellence.

Waverly Community Schools

Regular Meeting

Monday, May 9, 2016 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 May 9, 2016, beginning at 6:30 PM in the Board Room, 515 Snow Road, Lansing, MI.

The subjects to be discussed or considered or upon which any formal action may be taken are as listed below. Items do not have to be taken in the order shown on this meeting notice.

Unless removed from the consent agenda, items identified within the consent agenda will be acted on at one time.

- I. Call to Order and Pledge to the Flag - President Britt Slocum
- II. Special Presentations
 - A. Waverly Boy Scout Eagle Project Recognition
 - B. Digital Film Making Class - Jim York
 - C. East Intermediate School Instructional Report - Vickie Tisdale
 - D. Winans Elementary School Instructional Report - Helene McNeilly
 - E. Colt Early Childhood Education Center Instructional Report - Shawn Talifarro
 - F. Technology Report - David Palme
- 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. ***Recommendation to approve Report #15-54, Personnel Recommendations 9
 - 2. ***Recommendation to approve Report #15-55, Policy (Second Reading) 10
 - C. Finance & Facilities

| | |
|---|----|
| 1. ***Recommendation to approve Report #15-56, Finance Recommendation | 11 |
| 2. ***Recommendation to approve Report #15-57, Breakfast, Lunch and Milk Prices for 2016-2017 | 16 |
| 3. Recommendation to approve Report #15-58 Furniture Bids | 17 |
| 4. Recommendation to approve Report # 15-59, 2016 Building and Site, Series II Ratification Resolution | 28 |
| 5. ***For Information - Disposition of Surplus Equipment | 37 |
| D. Teaching & Learning | |
| 1. Recommendation to approve Report #15-60,- Delayed Start Plan | 38 |
| 2. Recommendation to approve Report #15-61, Start Date for the 2016-2017 School Year | 40 |
| E. Other | |
| 1. ***Recommendation to approve Report #15-62, Ingham Intermediate School District General Fund 2016-2017 Proposed Budget | 41 |
| X. Superintendent's Report | |
| XI. Public Comment | |
| XII. Other Board Business | |
| XIII. Adjournment | |

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
April 18, 2016**

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 Administrative Center, 515 Snow Road, Lansing, Michigan.

Members Present:

Mr. Britt Slocum, President
Mrs. Angela Witwer, Vice President
Mr. Alan Wright, Treasurer
Mr. Joe Chahine, Vice Secretary-Treasurer
Mr. Calvin L. Jones, Trustee
Mrs. Melissa Sherry, Trustee

Member Absent:

Mrs. Mary Ann Martin, Secretary

Staff Present:

Mr. Terry Urquhart, Superintendent
Mr. Evan Nuffer, Director of Finance
Mr. Vincent Perkins, Director of Human Resources
Mrs. Kelly Blake, Director of Teaching & Learning
Mrs. Tiffany Wright, Director of Special Education
Mr. David Palme, Director of Technology
Rebecca Pease
Heidi Gascon
Chris Huff
Tim Lyman
Shawn Talifarro
Vickie Tisdale
Brittany Kevern
Kelly Lynch
Theresa Collett-Such
Helene McNeilly
Nikki Harrison
Molly Francis
Mike Moreno
Leo Blundell
Ingrid Schwab
Brenda Hinds
Edric Haleen
Ginny Larson
Betty McClay
Patty Rienstra

Others Present:

Eric Sifferman
Heidi Gascon

Special Presentations

Heidi Gascon, Ingham ISD Instructional Technologist, provided information about the upcoming Student Technology Showcase to be held in the Waverly High School ITC and Library on May 4, 2016 from 5:30-7:00 p.m. All buildings will be represented by teams of 2-3 students who will demonstrate PowerSchool, Photo Shop, and Coding Center. The Showcase will also feature a student-driven MakerSpace. Attendees can enter to win a Chromebook and Camp Invention Giveaway (1 free week).

Special Presentations (cont.)

Mrs. Gascon also presented information on Camp Invention to be held at Elmwood Elementary June 27-July 1 from 9:00-3:00 p.m. Experienced local educators will be leading the week of hands-on fun.

Instructional Reports

Elmwood Principal, Tim Lyman, presented his Instructional Report in which he listed four goals for the 2015-2016 school year. Goal #1 was to create a school culture where learning is the essential element in all decisions. In the area of instruction, Mr. Lyman addressed math centers (school-wide math workshop model using Go Math, technology and other resources to meet the specific need of Elmwood students); ELA –school-wide common reading practices to increase student achievement through the use of Reading Street, Daily Writing, Small Group Instruction; Science – teams of teachers working with the ISD to develop greater understanding of next generation science standards and increasing time allotted for science instruction; and Social Studies (teachers working together to increase student achievement).

Goal #2 was to create a STEAM learning environment for all students to create new and better opportunities for learning which included grants through Donors Choose and Dart. STEAM Grants through Donors Choose included Ozobots; Makey-Makey, and a 3D Printer and supplies. Through Dart grants, the school has received LittleBits Deluxe Kit, Makey-Makey; Raspberry Pi: Lego Simple and Powered Machines Deluxe Set; Dash and Dot Robot; Desktop Computers; MinecraftEDU Licenses; and Minecraft Server Licenses. The total value of these items exceeds \$6,000.

Goal #3 is to continue to increase achievement results based on M-Step or other state assessment, including gains, student growth, and expectations. Mr. Lyman presented M-Step Results for ELA Math and Science in Grades 3 and 4 and compared these results to the State average and the ISD average. Also provided was information on Student Growth through NWEA. Mr. Lyman concluded his report with Goal #4, creating a safe environment for students to learn, play, and grow through the use of respect circles and common expectations.

Waverly Middle School principal, Mike Moreno, presented a glance at WMS in instruction, data, and building culture. In the area of Instruction, Core Academic Teams; TLT model walkthroughs; focused PD; Universal Intervention Hour; and Core and Elective replacements for remediation and advancement are in place. In the area of data, the use of Google Drive and IlluminateEd are tools used for building-wide access to data; and data analysis of SWIS, Aimsweb, IlluminateEd and EASY-CBM is done at team, department, and staff meetings. The school's Leadership Team promotes communication and action planning, including daily teacher emails to parents and positive behavior interventions and supports (P.R.I.D.E.; CHAMPS; behavior recognition slips; weekly drawings; Restorative Justice, and a Responsible Thinking Center) designed to keep students in the classroom. The school has displayed banners from various universities to help kids focus and be excited about what comes next in their educational path.

Mr. Moreno noted the challenges are to improve all M-STEP scores in all four Core Curricular areas; going from the bottom 5% top to bottom to 25-35 % top to bottom; increasing seat time; increasing engagement; decreasing academic distractions; and increasing test scores. Mr. Moreno provided MSTEP Proficiency Baseline scores for 2015 and highlighted M-Step preparation in core classes; targeted MSTEP prep in Intervention class – all students, all staff, in all core areas; addressed integrated clear learning targets; alignment of course units of instruction and assessments; and continued explicit behavior instruction school-wide-PBIS. In the future, the correlation between end-of-the-year tests (final exams) and MSTEP exams should mirror each other in student results and curriculum alignment will arrive from the effort to have end-of-the-year tests (final exams and MSTEP delivering similar results).

Mr. Huff delivered the High School's Instructional report. He reviewed the several changes in state-required tests for 11th grade students over the past few years, including moving from the ACT to the SAT, and moving from the MME to the M-STEP. Waverly High School's scores on those tests were presented. Finally, Mr. Huff gave an overview of the components measured as a part of the State Accountability Scorecard.

Correspondence

President Slocum shared an article published in the MEEMIC magazine about Colt's Early Childhood Center. Mary Whittet, preschool teacher, was awarded a MEEMIC Foundation grant to purchase shovels, hammers, nails, wood, and seeds to build an outdoor science area. The kids prepared the ground and planted the seeds in May. When the students returned, they were able to see the fruits of their labor. When Mrs. Whittet applied for the grant, she was also looking forward to the wildlife the garden would attract to help enhance the science curriculum.

Board Member Comment

Member Jones congratulated Waverly High School senior Atiyaa Brewer who spearheaded a drive to collect used prom dresses to give girls "their princess moment". Member Jones reported there was an article in the Sunday *Lansing State Journal* about the 2016 Debutantes and their culmination of leadership. Of the seven students, five of them were Waverly High School seniors. The five include Anaiyah Brewer, who will be attending Hampton University, Taylor Chavez (Hampton University), Jordyne Darden (Central Michigan University); Angel Hague (Claflin University) and Sierra Norris (Columbia College).

Member Sherry congratulated everyone involved in World Language Night, stating it was absolutely fabulous. It was a proud night for Waverly. She thanked tonight's presenters for doing a great job and announced she will not be at the May meeting as she is chaperoning an event for her daughter.

Member Wright thanked the volunteers at Parent-Teacher Conferences at the High School. He stated World Language Night was great. Member Wright announced Joey Lashbrook was named the *Lansing State Journal* Swimmer of the Year for the second year in a row, and Niels Lashbrook and Joe Wright were named *Lansing State Journal* Dream Team Honorable Mention.

Member Witwer congratulated Atiyaa Bolling and Jasmine Jackson for receiving \$500 for their start-up business 3:1 Glam from the Michigan Chamber Young Entrepreneur Association (YEA) program.

Adoption of Agenda

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

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

Personnel/Policy Committee Report

Member Chahine reported the Personnel/Policy Committee met on April 1st and reviewed NEOLA policies. Board members have received a copy of these policies which will be approved at the May Board meeting. Member Chahine also reported Delta Township officials took a drive around the district and will make a recommendation in May to the Student Safety Committee,

Finance/Facilities Committee Report

Member Wright reported the Finance/Facilities Committee met on April 14, 2016. Attending were Member Wright, Chairperson Martin, and Evan Nuffer. Mr. Nuffer presented the cash position report for the month ended February 29, 2016, provided an update to the 2016-17 proposed budget, and announced an increase of \$60 per pupil foundation allowance. He announced budget requests have been submitted by all departments and contract negotiations are currently underway. In the area of Facilities, Mr. Nuffer presented a purchase recommendation for High School renovations and locker equipment. The furniture sub-committee developed a recommendation to present to the Board, however, a request was submitted to re-evaluate the recommendation based on a concern over the size of the recommended student desks. The committee will meet during the week of April 18 to re-evaluate this recommendation.

Teaching/Learning Committee Report

Member Sherry reported the District is in the midst of State mandated testing (M-Step grades 3-8 and 11; PSAT 9th and 10th grades; and SAT (11th grade). Summer school is currently being planned. Special Education staff will conduct summer school for elementary and middle school students. K-3 students will have an opportunity (by invitation) to attend a literacy/math summer school session.

******Personnel Report – Report #15-49 – For Action***

The Board of Education approved the transfer (non-certified) of Suzanne Haefner from Colt Special Education Parapro (3.75 hrs.) to Colt Special Education Parapro (7.5 hrs.) and the employment of Amber Carter (Colt Special Education Parapro).

*****Finance Report – Report #15-50 – For Action***

The Board of Education approved the Finance Report as presented.

******Pre-School Tuition Rates for 2016-17 – Report #15 51***

The Board of Education established the rates for preschool tuition for the 2016-2017 school year as follows:

| | |
|-------------------|----------|
| Registration Fee: | \$50.00 |
| Monthly Tuition | \$200.00 |

Approve Contract for High School Renovations and Locker Purchase – Report #15-52 – For Action

A motion was presented by Member Wright and supported by Member Witwer. MOTION: The Board of Education approves the awards to the lowest responsible bidder, for the purchase of lockers for the PE locker rooms and renovations at the High School.

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

2013 Building and Site Bonds Series II Authorizing Resolution – Report #15-53 – For Action

A motion was presented by Member Wright and supported by Member Jones. MOTION: The Board of Education approve the resolution to issue bonds in the amount of THREE MILLION, FIVE HUNDRED THOUSAND DOLLARS (\$3,500,000)

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

******Grant – DART Grant – For Information***

Board policy 7230 (Gifts, Grants, and Bequests) requires that all accepted gifts, grants, or bequests shall be acknowledged by the Board or Superintendent,

The Dart Foundation has awarded a grant in the amount of FIVE THOUSAND AND NO/100 DOLLARS (\$5,000) for a MakerSpace partnership between Elmwood Elementary School, Waverly Middle School and Delta Township Library based on a grant application submitted by Sara Beauchamp-Hicks. The grant will be used to purchase technology equipment and materials at Elmwood Elementary and Waverly Middle School.

******3-D Printer and Filaments – For Information***

Board policy 7230 (Gifts, Grants, and Bequests) requires that all accepted gifts, grants, or bequests shall be acknowledged by the Board or Superintendent.

A request for the purchase of a 3D printer for Elmwood Elementary in the amount of EIGHT HUNDRED THREE AND NO /100 DOLLARS (\$803.00) has been fully funded through DonorsChoose.org. The project was submitted by Sara Beauchamp-Hicks. The project was fully funded by Elsa Brule.

Superintendent's Report

Superintendent Urquhart reported the Ingham ISD applied for a waiver to start school early for the next three years (the last Monday in August). It looks like it will be approved for all school districts in the ISD. If we choose to participate, we need to make a decision by our May meeting. It is not clear that if we turn down the opportunity the first year if we can take it year two (2) or year three (3).

Superintendent Urquhart reported the District is having a problem with the Federal Government over licensing and the Weiming project. We applied December 1, 2015 and were led to believe it would happen in 16 weeks. We have recently been told it could take 9 months. We need to accept the Chinese students who have expressed interest in attending Waverly Community Schools in the 2016-2017 school year. We cannot send letters of acceptance until SEVIS issues authorization for I-20s. Mr. Urquhart stated he would continue to do what he can to accelerate the process,

Superintendent Urquhart held a general discussion about the status of Windemere View. Member Jones will facilitate a meeting with Lansing Township officials.

Public Comment

None

Other Board Business

The Ingham Intermediate School District's budget will appear on the May Board agenda.

Due to a number of Board members' inability to attend the May 16th Board meeting, the meeting was moved to Monday, May 9th.

Closed Session

A motion was presented by Member Chahine and supported by Member Sherry. MOTION: The Board of Education enter into closed session for the purpose of discussing a personnel matter and contract negotiations.

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

The Board entered into closed session at 8:00 p.m.

Return to Open Session/Motion

The Board returned to open session at 9:05 p.m. A motion was presented by Member Wright and supported by Member Sherry. MOTION: The Board of Education accept the separation agreement release regarding Linton Stalling, Jr.

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

Adjournment

The meeting adjourned at 9:07 p.m.

Respectfully submitted,

Joe Chahine, Vice Secretary/Treasurer
rlp

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
May 9, 2016**

Report #15-54 (Revised)

Subject: Personnel Report***

A. Employment Non-Certified

| <u>Name</u> | <u>Position</u> | <u>Step/Salary</u> | <u>Effective</u> |
|--------------------|-----------------------------------|--------------------|------------------|
| Nichelle La Master | Child Care Supervisor (Temporary) | n/a/\$16.83 | 05/02/2016 |

B. Transfer-Non-Certified

| <u>Name</u> | <u>Position</u> | <u>Step/Salary</u> | <u>Effective</u> |
|--------------|---|------------------------------------|------------------|
| Todd Stiles | From: MS Custodian To: Temporary Grounds | Class C/\$15.11 Class B/\$16.01 | 04/04/2016 |
| Zack Gleason | From: HS Custodian To: Temporary Grounds | Class B/\$14.26 Class B/\$14.26 | 04/11/2016 |

C. Resignation Certified

| <u>Name</u> | <u>Position</u> | <u>Reason</u> | <u>Effective</u> |
|-------------------|-----------------|---------------|------------------|
| Katherine Borucki | Colt Teacher | Personal | 06/30/2016 |

D. Retirement – Non-Certified

| <u>Name</u> | <u>Position</u> | <u>Years</u> | <u>Effective</u> |
|---------------|-----------------------------------|--------------|------------------|
| Jeff Crawford | Information Technology Supervisor | 31 | 06/30/2016 |
| Debra Shawa | Bus Driver | 30 | 06/30/2016 |

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR BOARD MEETING
May 9, 2016**

Report # 15-55

FOR ACTION

Subject: **Policy (Second Reading)**

Recommendation:

The Superintendent recommends the Board approves the policy updates listed below at second reading:

| | | |
|----------------|---|---------|
| Policy 1240 | Evaluation of the Superintendent | Revised |
| Policy 1420 | School Administrator Evaluation | Revised |
| Policy 2623 | Student Assessment | Revised |
| Policy 3131 | Staff Reductions/Recalls | Revised |
| Policy 3220 | Professional Staff Evaluation | Revised |
| Policy 6146 | Post-Issuance Compliance for Tax-Exempt and Tax-Advantaged Obligations | Revised |
| Policy 6424 | Purchasing Cards | New |
| Policy 7217 | Weapons | Revised |
| Policy 8142.01 | Weapons | New |
| Policy 8450.1 | Head Lice | New |

Statement of Purpose/Issue:

The revised and new policies listed above were reviewed by the Policy Advisory Committee and were presented to the Board of Education on Monday, March 21, 2016 at first reading.

Budget Impact:

None

Historical Perspective/Background:

NEOLA provides updates to keep out 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.

Budget Impact:

None

Discussion of Options/Alternatives:

The Board may refer policies to the Advisory Committee for further review.

Rationale for Recommendation:

These policies were reviewed by the Policy Committee as part of a periodic update.

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR BOARD MEETING
MAY 9, 2016**

Report #15-56

FOR ACTION***

Subject:

Finance Report

Recommendation:

It is recommended the following be approved:

Financial Report:

The cash balance as of March 31, 2016 was \$5,989,961.28. Receipts during April, consisting of property taxes, state aid and other revenues in the amount of \$2,391,655.89 minus disbursements during April of \$4,539,239.79, left the district with a General Fund cash balance, as of April 30, 2016, of \$3,841,142.48, including \$800,000.00 from the issuance of a State Aid Note.

Current year General Fund expenditures exceed revenues by \$531,012. A summary of year to date activity in comparison to the original budget is included in the supporting documentation.

The balance of the 2013 Building and Site, Series I Bonds remaining to be allocated is \$235,270. A summary of life to date activity is included in the supporting documentation

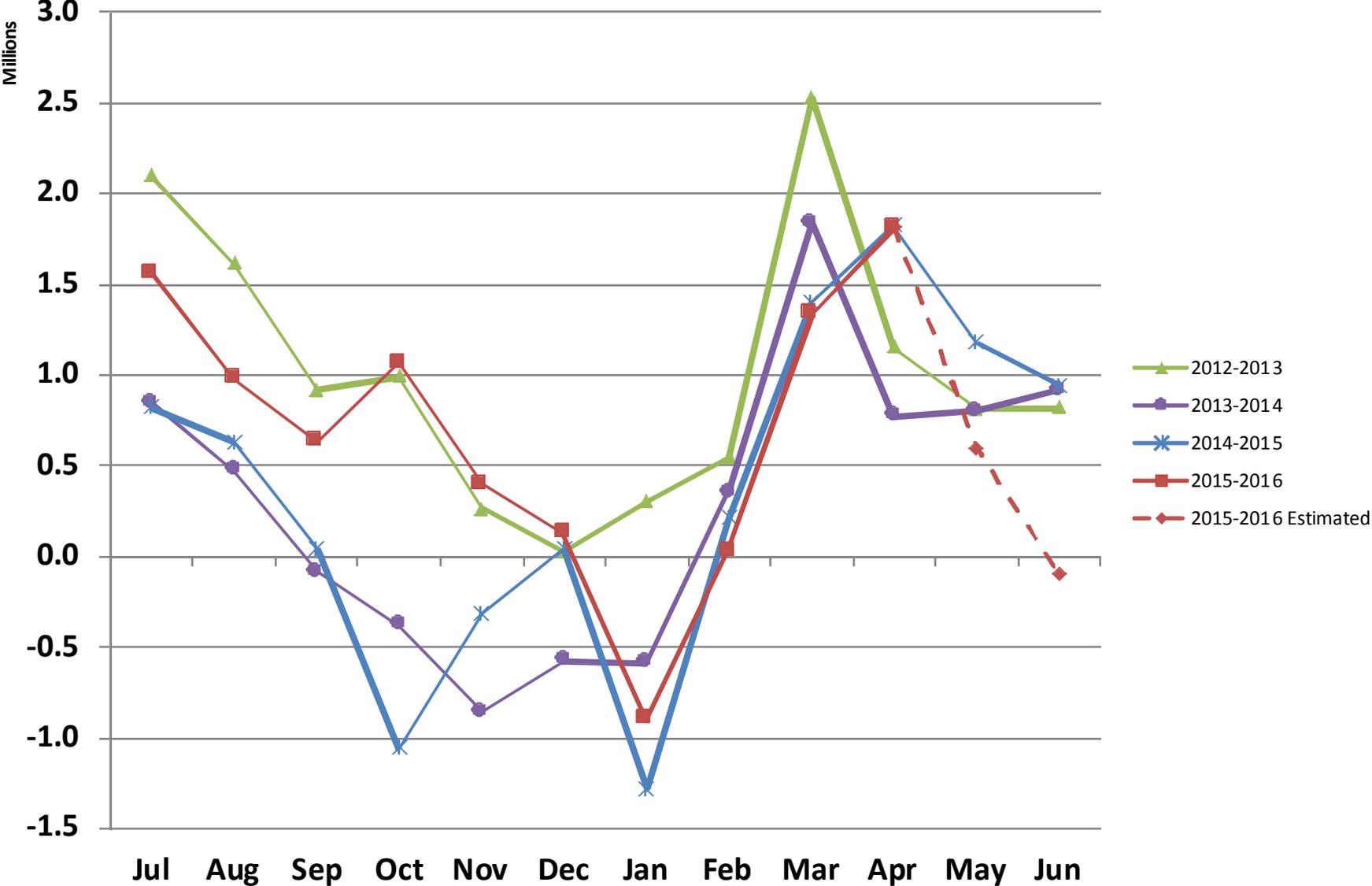
Waverly Community Schools

Finance Committee - Cash Position Report

For the Month Ended April 30, 2016

| | |
|---|----------------------------|
| Balance on Hand March 31, 2016 | 5,989,961.28 |
| Revenues | |
| State Aid | 1,640,912.85 |
| Taxes | 12,995.01 |
| Other Revenue | 737,748.03 |
| Interfund Transfers In | - |
| State Aid Note Proceeds | - |
| | <u>2,391,655.89</u> |
| Disbursements | |
| Payroll and Related Liabilities | (2,643,723.21) |
| Other Expenditures | (395,516.58) |
| State Aid Repayment | (1,500,000.00) |
| | <u>(4,539,239.79)</u> |
| Prior Month Adjustments During March 2016 | (1,234.90) |
| Balance on Hand April 30, 2016 | <u><u>3,841,142.48</u></u> |
| | |
| PNC Bank - General | 3,736,455.36 |
| MILAF | 7,369.18 |
| PNC Bank - Payroll | 50,277.12 |
| Comerica - Checking | 47,040.82 |
| | <u><u>3,841,142.48</u></u> |

Waverly Community Schools Cash Flow Analysis (Monthly Lows)



**Waverly Community Schools
Budgetary Comparison Schedule
For the Month Ended April 30, 2016**

| | Revised Budget | Actual | Over (Under) Budget | % Available |
|--|-------------------|-------------------|------------------------|----------------|
| Revenue | | | | |
| Local sources | 8,921,484 | 8,575,474 | (346,010) | 3.9% |
| State sources | 17,750,737 | 11,383,374 | (6,367,363) | 35.9% |
| Federal sources | 671,430 | 310,555 | (360,875) | 53.7% |
| Intergovernmental | 2,139,161 | 1,658,486 | (480,675) | 22.5% |
| Transfers In | 141,000 | 51,668 | (89,332) | 63.4% |
| Total revenue | 29,623,812 | 21,979,557 | (7,644,255) | 25.8% |
| Expenditures | | | | |
| Current: | | | | |
| Instruction: | | | | |
| Basic program | 14,876,028 | 11,083,054 | (3,792,974) | 25.5% |
| Added needs | 3,185,834 | 2,355,274 | (830,560) | 26.1% |
| Total instruction | 18,061,863 | 13,438,328 | (4,623,534) | 25.6% |
| Support Services: | | | | |
| Pupil | 2,279,155 | 1,719,713 | (559,442) | 24.5% |
| Instructional staff | 930,602 | 678,420 | (252,182) | 27.1% |
| General administration | 466,498 | 399,707 | (66,791) | 14.3% |
| School administration | 1,893,121 | 1,534,481 | (358,640) | 18.9% |
| Business | 479,639 | 364,500 | (115,139) | 24.0% |
| Operations and maintenance | 3,112,354 | 2,411,331 | (701,023) | 22.5% |
| Pupil transportation services | 951,044 | 652,010 | (299,034) | 31.4% |
| Central | 500,142 | 387,132 | (113,009) | 22.6% |
| Other | 32,850 | 18,792 | (14,058) | 42.8% |
| Total support services | 10,645,404 | 8,166,087 | (2,479,318) | 23.3% |
| Athletics | 462,417 | 328,252 | (134,165) | 29.0% |
| Community services | 16,720 | 14,510 | (2,210) | 13.2% |
| Non Publics | 2,325 | 2,186 | (139) | 6.0% |
| Debt service: | | | | |
| Principal | 130,000 | 130,000 | - | 0.0% |
| Interest | 19,450 | 19,450 | - | 0.0% |
| Capital outlay | 48,125 | 69,431 | 21,306 | -44.3% |
| Payments to other public schools | 735,414 | 342,325 | (393,089) | 53.5% |
| Total expenditures | 30,121,718 | 22,510,570 | (7,611,148) | 25.3% |
| Excess of Revenue (Under)Over Expenditures | (497,906) | (531,012) | (33,106) | |
| Transfers Out | - | - | - | |
| Net Change in Fund Balance | (497,906) | (531,012) | (33,106) | |
| Fund Balance - Beginning of year | 3,323,119 | 3,323,119 | | |
| Fund Balance - End of year | 2,825,213 | 2,792,107 | | |
| | 9.4% | 9.3% | | |

Waverly Community Schools
2013 Building and Site Bonds, Series I
Budget Summary
As of April 30, 2016

| | Budget | Actual | Encumbered | Balance Remaining |
|--|-------------------|-------------------|----------------|----------------------|
| Construction | | | | |
| Remodeling | 2,339,068 | 2,142,500 | 221,350 | (24,782) |
| Site Improvements | 974,238 | 968,991 | 5,247 | - |
| Technology Infrastructure | 777,119 | 791,647 | 302 | (14,830) |
| Construction Base Budget Subtotal | 4,090,425 | 3,903,137 | 226,900 | (39,612) |
| Technology Equipment - Contract | | | | |
| Interactive Classroom | 656,244 | 658,567 | (0) | (2,322) |
| Network Equipment | 374,627 | 374,627 | 0 | (0) |
| Wireless Network | 176,389 | 176,389 | (0) | 0 |
| Phone System | 209,581 | 210,414 | (833) | (0) |
| AV Systems | 450,736 | 465,124 | 2,413 | (16,800) |
| Video Distribution/Video Production | - | - | - | - |
| Tech Equipment Contract Subtotal | 1,867,577 | 1,885,120 | 1,580 | (19,123) |
| Technology Equipment - Owner PO | | | | |
| Computers/Mobile Devices | 1,510,497 | 1,531,737 | 1,167 | (22,407) |
| Servers/Backend Systems | 118,806 | 154,228 | (0) | (35,422) |
| Printers | 184,737 | 185,395 | (0) | (658) |
| AV Equipment | 87,817 | 87,967 | 0 | (150) |
| Non-Instructional Equipment (from FFE) | 12,862 | 12,862 | - | - |
| Tech Equipment Owner PO Subtotal | 1,914,718 | 1,972,188 | 1,167 | (58,637) |
| District | | | | |
| Loose Equipment (Furniture & Transportation) | 1,078,524 | 1,079,257 | 0 | (733) |
| Project Contingency | 50,000 | - | - | 50,000 |
| Owner GC/Contingency/Issuance Costs | 360,039 | 90,277 | - | 269,762 |
| Field General Conditions | 200,500 | 82,500 | (0) | 118,000 |
| Architect | 138,909 | 181,261 | - | (42,352) |
| Tech Design/Construction Mgr | 834,308 | 876,343 | (0) | (42,035) |
| District Subtotal | 2,662,280 | 2,309,639 | (0) | 352,642 |
| Totals | 10,535,000 | 10,070,084 | 229,646 | 235,270 |

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR BOARD MEETING
MAY 16, 2016**

Report #15-57

FOR ACTION***

Subject:

Breakfast, Lunch and Milk Prices for 2016-2017

Recommendation:

The Superintendent recommends the Board of Education establish the following rates for food service for the 2016-2017 school year:

| | |
|-----------------------------|--------|
| *Elementary Breakfast (K-6) | \$1.25 |
| Secondary Breakfast (7-12) | \$1.50 |
| Adult Breakfast | \$2.00 |
| Elementary Lunch (K-6) | \$2.25 |
| Secondary Lunch (7-12) | \$2.50 |
| Adult Lunch | \$3.50 |
| Milk | \$0.50 |
| *Universal Breakfast K-6 | |

Statement of Purpose:

The purpose of the recommendation is to establish prices for the 2016-2017 school year, consistent with the requirements of the National School Lunch Program

Budget Impact:

The above prices reflect no increase in the lunch prices from 2016-2017 and will keep the General Fund allocation to the Food Service Fund at \$0. In order to maintain current prices, the District applied for and was awarded an exemption from the Michigan Department of Education.

Historical Perspective:

The District last increased lunch prices by \$0.25 from 2012-13 to 2013-14.

Rationale for Recommendation:

Section 205 of the Healthy, Hunger-Free Kids Act of 2010 requires school districts to increase their meal prices until the paid meal price is equal to the difference between the Free and Paid reimbursement rates for 2016-2017 (adjusted for inflation), capping the required increase at \$0.10 per year. The current difference is \$2.78. The Act further allows a District to carry over a prior year increase, if greater than the \$0.10, and apply this to future increase requirements.

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.

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR BOARD MEETING
MAY 9, 2016**

Report #15-58

FOR ACTION

Subject:

Building and Site, Series II Furniture Purchase Recommendations

Recommendation:

The Superintendent recommends the Board of Education approve the purchase of furniture, as per the attached summary, in accordance with Board Policy 6320 (Purchasing).

Statement of Purpose:

The purpose of this recommendation is to begin purchasing furniture as part of the Building and Site, Series II Bond implementation.

Budget Impact:

The total cost of this recommendation is Five Hundred Forty-One Thousand Four Hundred Fifty-One and 88/100 Dollars (\$541,451.88). The total cost of this recommendation is within the budget allocated for these purchases. The purchases will be funded by the proceeds from the sale of \$3,500,000.00 Building and Site, Series II bonds.

Historical Information:

On May 7, 2013 a special election was held for the purpose of proposing a ballot question to authorize Waverly Community Schools to borrow the sum of \$18,470,000 and issue its general obligation unlimited tax bonds therefor, in one or more series. The ballot proposal having received sufficient votes was approved.

On June 4, 2015 a sub-committee was formed for the purpose of selecting new classroom furniture for Winans and Elmwood. One of the goals of this committee was to create a standard classroom design that can be easily duplicated and scaled for future grade level growth or expansion to other school buildings. Throughout the previous ten months the committee worked with Kingscott Architecture to help design prototype classrooms, install demo furniture and make product recommendations. With the exception of a teacher workstation with storage, which will be evaluated further, all product recommendations have been finalized and are presented herein. The difference between the two designs is the teacher option of either individual student desks or group tables

Cooperative Purchasing saves schools time and money by providing bids compliant with the Revised School Code, allowing schools to buy without bidding independently. Each vendor contract will be awarded per the State cooperative purchasing pricing identified in the support materials.

Rationale for Recommendation:

The rationale for this recommendation is to purchase classroom furniture as planned in the Building and Site, Series II budget. The purchase of new furniture begins to accomplish the goal established with the Board of Education of improving the aesthetics of the District.

Waverly FF&E 1st - 4th Classrooms

RECOMMENDATION SUMMARY SHEET

Date: May 2, 2016



| Vendor | Product Summary | Manufacturers | Quote | State Contract | Notes |
|------------------------------|--|---------------|--------------|------------------------|--|
| Custer | Teacher Stools | Steelcase | \$16,848.00 | E&I CNR01146 | Current quote does not include installation. |
| Dew-El Corp | Student Chairs | Virco | \$64,377.90 | US Communities - Virco | |
| Great Lakes Furniture Supply | Teacher Adj. Height Desk, Student Desks, Student Tables, Mobile Shelving, Student Dynamic Stools | V/S | \$317,768.18 | TCPN R142216 | |
| Interior Environments | Student Stools at Group Tables, Teacher Chair | Allsteel | \$82,829.80 | TCPN R142201 | |
| School Specialty | Student Group Tables | Fleetwood | \$19,628.00 | TCPM R141608 | |

Total: \$501,451.88

Budget: \$700,000.00

Recommended: \$501,451.88

Teacher Desk

Allowance: \$40,000.00

Over / Under \$158,548.12

Waverly FF&E 1st - 4th Classrooms

RECOMMENDATIONS

5/2/16

FURNITURE DEALER:

Great Lakes Furniture Supply
 687 Commerce Ct # 10, Holland, MI 49424
 Phone:(616) 796-3245
 Vendor Contact: Ron Chrisman
 Email: rchrismanjr@hotmail.com



Delivery: August 7-12 2016

| TAG | Manufacturer | Description | # Elmwood | # Winans | Total Qty | Unit Cost | Extended Cost | State Contract |
|------|---------------|---|-----------|----------|-----------|-----------|---------------|--------------------|
| TD-1 | VS & Trendway | 60" x 30" Desk with fixed height legs. Front Modesty Panel. (2) Box/File mobile peds with cushion tops. Locking. | | | | | | Holding for Sample |
| TD-2 | V/S | Rondo Lift - 30"Dia Laminte - Maple Metal - Arctic Winans - Carpet Casters Elmwood - VCT Casters | 16 | 21 | 37 | \$875.25 | \$32,384.25 | TCPN R142216 |
| SV-1 | V/S | Transfer mobile bookshelf - single sided Sides: Maple Metal: Arctic Winans - Carpet Casters Elmwood - VCT Casters | 70 | 84 | 154 | \$760.50 | \$117,117.00 | TCPN R142216 |
| CR-1 | V/S | Hokki Stool / 15"H Color: Light Green | 60 | 76 | 136 | \$82.63 | \$11,237.68 | TCPN R142216 |

| | | | | | | | | |
|--------------|-----|--|-----|-----|-----|----------|--------------|--------------|
| | | Uno M Step Desk 25 1/4" x 19" x Adj. Height (Custom Size) CDF Top / with 3 1/2" Metal book box Backpack Hook Carpet Glides @ Winans Elementary VCT Glides @ Elmwood Elementary Laminte - Maple Metal - Arctic Winans - Carpet Glides Elmwood - VCT Glides | | | | | | |
| CR-2 | V/S | | 165 | 384 | 549 | \$240.25 | \$131,897.25 | TCPN R142216 |
| | | 55" X 28" Lite Table, 2 Casters Laminate top - Maple Metal - Arctic Carpet Glides @ Winans Elementary VCT Glides @ Elmwood Elementary | | | | | | |
| CR-5 | V/S | | 65 | 38 | 103 | \$244.00 | \$25,132.00 | TCPN R142216 |
| Vendor Total | | | | | | | \$317,768.18 | |

All pricing includes delivery & installation
Pricing per quote 4/11/16 and 4/22/16

Waverly FF&E 1st - 4th Classrooms

RECOMMENDATIONS

5/2/16

FURNITURE DEALER:

School Specialty

Vendor Contact: Elisa Race



Delivery: August 7-12 2016

| TAG | Manufacturer | Description | # Elmwood | # Winans | Total Qty | Unit Cost | Extended Cost | State Contract |
|------|--------------|--|-----------|----------|-----------|-----------|---------------|----------------|
| CR-3 | Fleetwood | Kidney Table 72" x 42" x Adj. Ht High Pressure Laminate Top Laminate: Cradle of Liberty Edge: Silver Frame: Quicksilver Winans - Carpet Glides Elmwood - VCT Glides Pricing per 4.11.16 Quote | 19 | 21 | 40 | \$490.70 | \$19,628.00 | TCPM R141608 |

Vendor Total **\$19,628.00**

All pricing includes delivery & installation

21

Waverly FF&E 1st - 4th Classrooms

RECOMMENDATIONS

5/2/16

FURNITURE DEALER:

Interior Environments
48700 Grand River Ave.

Novi, MI 48374

tel (248) 213-3010

fax (248) 213-3011

Vendor Contact: Tom Rowe

Email: trowe@ieoffices.com

Delivery: August 7-12 2016



22

| TAG | Manufacturer | Description | # Elmwood | # Winans | Total Qty | Unit Cost | Extended Cost | State Contract |
|------|--------------|--|-----------|----------|-----------|-----------|---------------|----------------|
| TC-1 | Allsteel | Model #SCU-UW Scout Teacher Chair - Upholstered Seat and back (match prototype chair) 5-star caster base, pneumatic cylinder base, swivel, tilt, adjustable height arms Fabric: Burst / Indigo Frame: Black Winans - Carpet Casters Elmwood - VCT Casters Pricing per 4/13/16 Quote | 19 | 21 | 40 | \$374.96 | \$14,998.40 | TCPN R142201 |
| | | | | | | | | |

| | | | | | | | | |
|--------------|----------|--|----|-----|-----|----------|-------------|--------------|
| CR-4 | Allsteel | Model # S923 Scooch Stools / All Vinyl Seat Fabric: Dolce/ Grass Vinyl Body Fabric: Silvertex / Jet Vinyl Winans - Carpet Glides Elmwood - VCT Glides | 76 | 106 | 182 | \$372.70 | \$67,831.40 | TCPN R142201 |
| Vendor Total | | | | | | | \$82,829.80 | |

All pricing includes delivery & installation

Waverly FF&E 1st - 4th Classrooms

RECOMMENDATIONS

5/2/16

FURNITURE DEALER:

Dew-El Corp.

10841 Paw Paw Drive Holland, MI 49424

Phone: 616-396-6554

Fax: 616-396-6669

Vendor Contact: Keely Wilson

Email: kwilson@dew-el.com

Delivery: August 7-12 2016



| TAG | Manufacturer | Description | # Elmwood | # Winans | Total Qty | Unit Cost | Extended Cost | State Contract |
|--------------|--------------|---|-----------|----------|-----------|-----------|---------------|------------------------|
| CR-6 | Virco | IQ 4 Leg Chair, Seat Height 15" Winans - Carpet glides Elmwood - Felt glides Pricing per quote 4/7/16. | 395 | 526 | 921 | \$69.90 | \$64,377.90 | US Communities - Virco |
| Vendor Total | | | | | | | \$64,377.90 | |

All pricing includes delivery & installation

24



Waverly FF&E 1st - 4th Classrooms

RECOMMENDATIONS

5/2/16

FURNITURE DEALER:

Custer

161 E Michigan Ave, Kalamazoo, MI 49007

Phone:(269) 342-3919

Vendor Contact: Lana Voelker

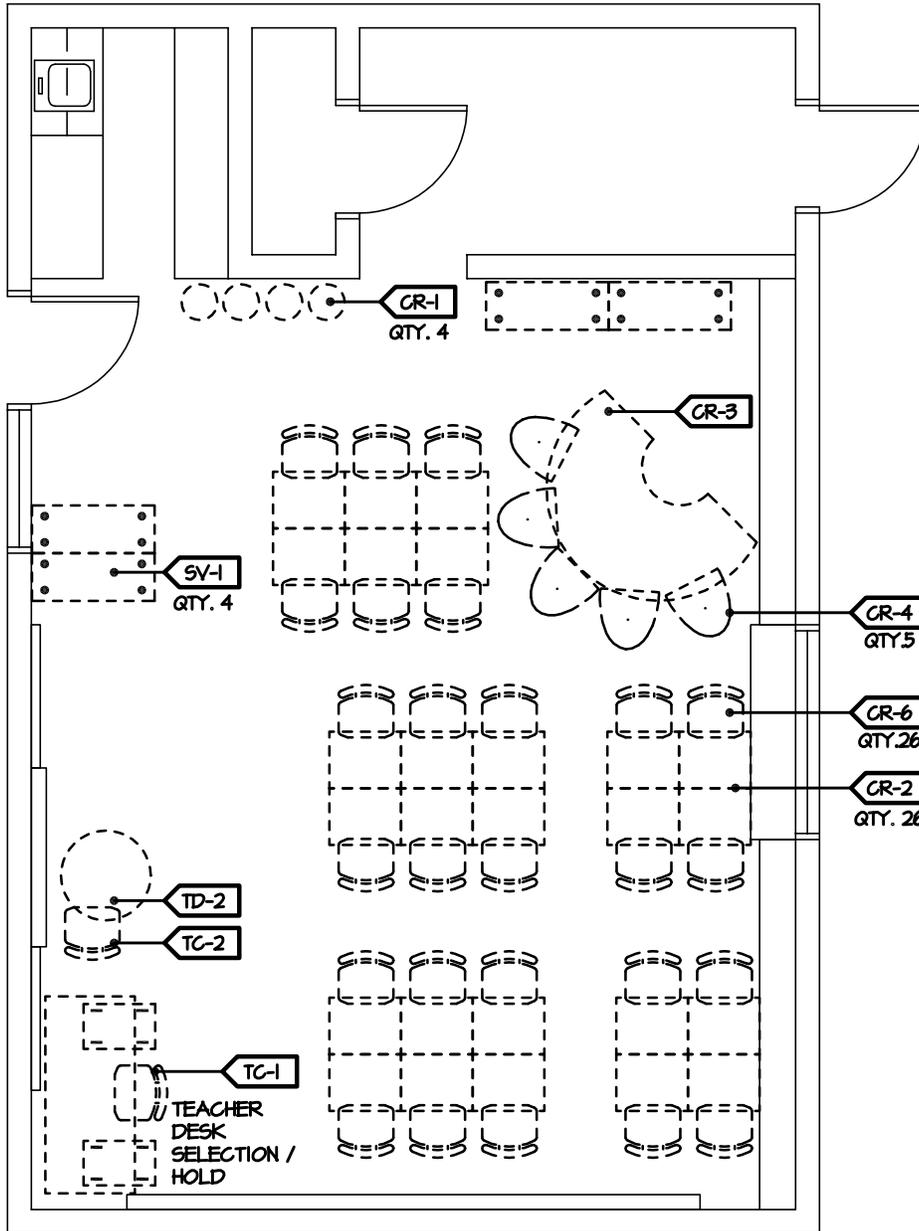
Email: lvoelker@custerinc.com

Delivery: August 7-12 2016

| TAG | Manufacturer | Description | # Elmwood | # Winans | Total Qty | Unit Cost | Extended Cost | State Contract |
|------|--------------|---|-----------|----------|-----------|--------------|---------------|----------------|
| | | Cobi Stool #434710 Armless Stool Color: Wasabi Carpet Casters at Winans | | | | | | |
| TC-2 | Steelcase | VCT Casters at Elmwood | 15 | 21 | 36 | \$468.00 | \$16,848.00 | E&I CNR01146 |
| | | | | | | | | |
| | | | | | | Vendor Total | \$16,848.00 | |

*Pricing Per Quote 5/2/16 / Drop Ship quote. Does not include installation at this time

CLASSROOM - ALL
INDIVIDUAL DESKS 24" x 19"



ALL DESK CLASSROOM
OPTION A



SCALE: 3/16" = 1' - 0"

Kingscott

KALAMAZOO | GRAND RAPIDS | CHELSEA
229 East Michigan Ave., Suite 335
Kalamazoo, MI 49007-6403 P:
269.381.4880 | F: 269.381.9110
www.kingscott.com

DRAWING No.: 01

JOB NUMBER: 4100.02

DATE: 5.2.16

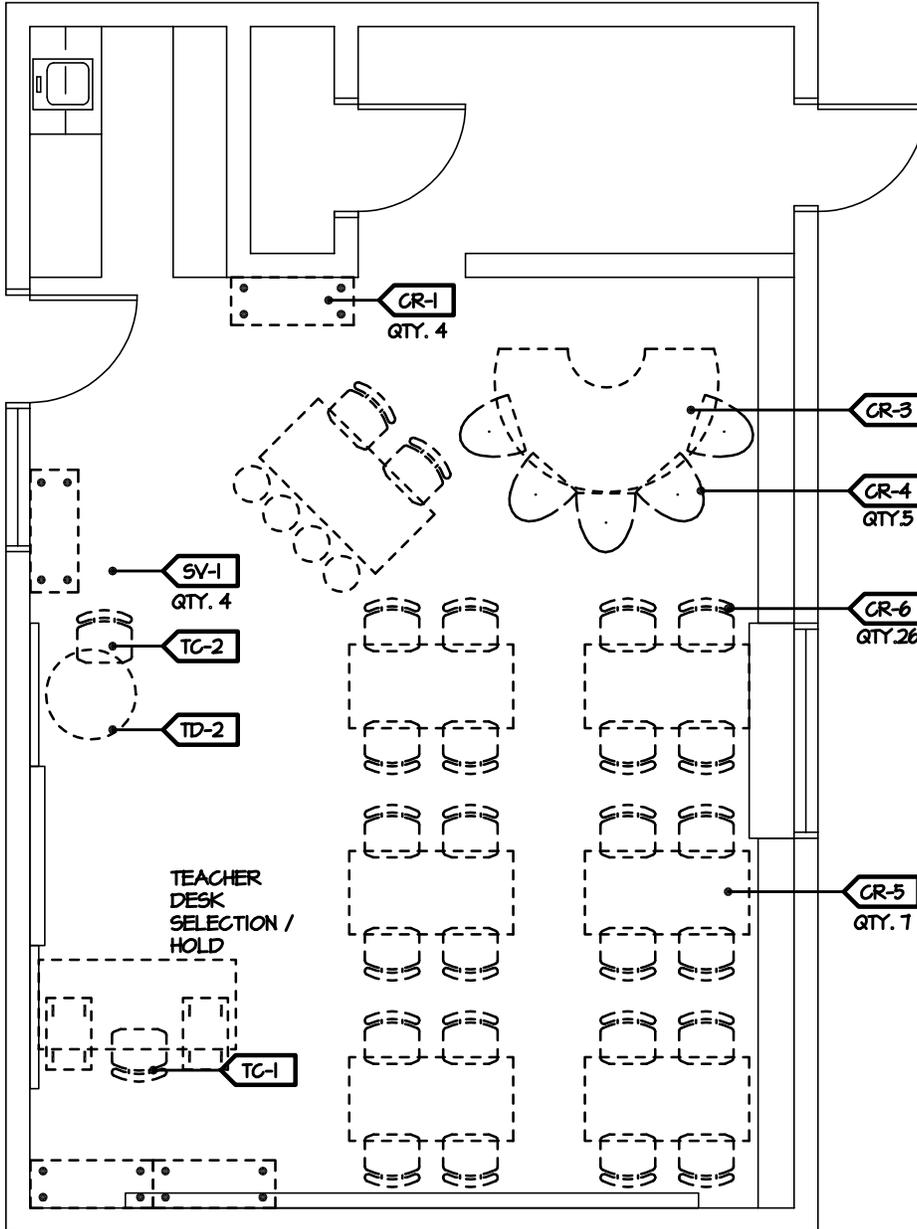
JOB NAME:
Waverly Community Schools
Elementary FF&E

Lansing, Michigan



SHEET NO. A

CLASSROOM - LITE TABLES



ALL TABLE CLASSROOM OPTION B



SCALE: 3/16" = 1' - 0"

Kingscott

KALAMAZOO | GRAND RAPIDS | CHELSEA
229 East Michigan Ave., Suite 335
Kalamazoo, MI 49007-6403 P:
269.381.4880 | F: 269.381.9110
www.kingscott.com

DRAWING No.: 01

JOB NUMBER: 4100.02

DATE: 5.2.16

JOB NAME:
**Waverly Community Schools
Elementary FF&E**

Lansing, Michigan



SHEET NO. **B**

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR BOARD MEETING
May 9, 2016**

Report #15- 59

FOR ACTION

Subject:

Ratification Resolution for the Sale of 2016 Building and Site Bonds, Series II

Recommendation:

The Superintendent recommends the Board of Education approve the ratification resolution to approve the sale of 2016 Building and Site Bonds, Series II

Statement of Purpose:

On April 18, 2016 the Board of Education of Waverly Community Schools authorized the issuance of Bonds to be used to fund the building and site projects outlined in the May 7, 2013 ballot proposal. Having been authorized to issue bonds, the District received an interest rate from PNC Bank of 1.863% to issue \$3,500,000 par amount of bonds to fund these capital projects.

Budget Impact:

There is no impact to the General Fund for this transaction.

Historical Perspective:

Under the terms of Public Act 451 of 1976, as amended, the School District is authorized to issue bonds.

Discussion of Options:

The Board of Education can entertain a motion to adopt the resolution as presented, or reject the resolution.

Rationale for Recommendation:

On May 7, 2013 a special election was held for the purpose of proposing a ballot question to authorize Waverly Community Schools to borrow the sum of \$18,470,000 and issue its general obligation unlimited tax bonds therefor, in one or more series. The ballot proposal having received sufficient votes was approved. In order to begin work on the proposed projects, the District must receive proceeds from the sale of bonds to finance the projects.

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.

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

A rescheduled regular meeting of the board of education of the Issuer (the "Board") was held in the _____, within the boundaries of the Issuer, on the 9th day of May, 2016, at ____ o'clock in the p.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. By resolution adopted on April 18, 2016 (the "Bond Resolution"), the Issuer authorized the issuance of not to exceed Three Million Five Hundred Thousand Dollars (\$3,500,000) 2016 School Building and Site Bonds, Series II (the "Bonds"); and

2. In the Bond Resolution, the board of education (the "Board") authorized the sale of the Bonds and delegated authority to the Director, Finance and Operations to accept the offer of PNC Bank, National Association (the "Underwriter") to purchase the Bonds subject to parameters established in the Bond Resolution; and

3. Based upon information provided by the Issuer's financial consulting firm, the Director, Finance and Operations accepted an offer from PNC Bank, National Association (the "Purchaser") to purchase the Bonds, a copy of which is attached hereto as Exhibit A, and the Board desires to ratify and affirm the acceptance of the offer.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The offer of the Purchaser as set forth in the bid of the Purchaser and the terms and conditions set forth therein, presented to the Issuer to purchase the Bonds at a purchase price of \$3,500,000, which is the par value of the Bonds, is hereby ratified and affirmed. The Bonds shall be issued as a single, fully registered, nonconvertible bond constituting the entire series of Bonds issued in the original principal sum of \$3,500,000 and designated 2016 School Building and Site Bonds, Series II (General Obligation - Unlimited Tax). As the second series of bonds issued from the original aggregate bond amount approved by the voters of \$18,470,000 on May 7, 2013, there remains \$4,435,000 yet available to be issued in one or more future bond series.

2. The Bonds are being issued as a single term bond, shall be dated May 19, 2016, and shall mature on May 1, 2022, on which interest is payable commencing November 1, 2016 and semi-annually thereafter on May 1 and November 1, at the rate and in the principal amount set forth in Exhibit B and shall be subject to mandatory redemption as set forth herein.

3. The Bonds due May 1, 2022, are being issued as a single term bond subject to mandatory redemption in part, by lot, on the redemption date and in the principal amount set forth below and at a redemption price equal to the principal amount thereof, without premium, together with interest thereon to the redemption date, as set forth below.

| <u>Bonds due May 1, 2022</u> | |
|------------------------------|-------------------------|
| <u>Redemption Date</u> | <u>Principal Amount</u> |
| May 1, 2021 | \$2,000,000 |
| May 1, 2022 (maturity) | 1,500,000 |

4. The Bonds are not subject to redemption at the option of the Issuer prior to maturity.

5. Blank Bonds with the manual or facsimile signatures of the President and Secretary of the Board affixed thereto, may be prepared and issued from time to time, to be used for registration and transfer of ownership.

6. The Bonds shall be registered as to principal and interest and are transferable as provided in the Bond Resolution only upon the books of the Issuer kept for that purpose by the Issuer or its designee, by the registered owner thereof in person or by an agent of the owner duly authorized in writing, upon the surrender of the Bond together with a written instrument of transfer satisfactory to the Issuer or its designee duly executed by the registered owner or agent thereof and thereupon a new Bond in the then-outstanding principal amount and of the same maturity shall be issued to the transferee in exchange therefor as provided in the Bond Resolution, and upon payment of the charges, if any, therein provided. The Bonds are issuable in denominations of \$100,000 and integral multiples of \$5,000 over \$100,000, not exceeding the aggregate principal amount for each maturity.

7. If any Bond shall become mutilated, the Issuer, at the expense of the holder of the Bonds, shall furnish or cause to be furnished, and the Issuer or its designee shall deliver a new Bond of like tenor in exchange and substitution of the mutilated Bond, upon surrender to the Issuer or its designee of the mutilated Bond. If any Bond issued under this resolution shall be lost, destroyed or stolen, evidence of the loss, destruction or theft and indemnity may be submitted to the Issuer or its designee, and if satisfactory to the Issuer or its designee, the Issuer at the expense of the owner, shall furnish or cause to be furnished, and the Issuer or its designee shall deliver a new Bond of like tenor and bearing the statement required by Act 354, Public Acts of Michigan, 1972, as amended, being sections 129.131 to 129.134, inclusive, of the Michigan Compiled Laws, or any applicable law hereafter enacted, in lieu of and in substitution of the Bond so lost, destroyed or stolen. If any such Bond shall have matured or shall be about to mature, instead of issuing a substitute Bond, the Issuer or its designee may pay the same without surrender thereof.

8. Upon delivery of the Bonds, the accrued interest, if any, shall be deposited in the Debt Retirement Fund for the Bonds and the balance of the Bond proceeds shall be used as follows:

A. The approximate sum of \$29,750 shall be used to pay the cost of issuance of the Bonds, and any balance remaining from that sum after paying the cost of issuance shall be deposited in the 2016 Capital Projects Fund.

B. The sum of \$3,470,000 shall be deposited to the 2016 Capital Projects Fund.

9. The Issuer hereby designates the Bonds 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. In making said designation, the Issuer determines that the reasonably anticipated amount of tax-exempt obligations which will be issued by the Issuer or entities which issue obligations on behalf of the Issuer during calendar year 2016 will not exceed \$10,000,000.

10. 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 rescheduled regular meeting held on May 9, 2016, 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/klg

Summary of Terms and Conditions



Douglas C. Barcy
Senior Vice President
PNC Bank
120 N. Washington Square
Lansing, MI 48933
Office: (517) 334-5226
Fax: (517) 334-5489

April 19, 2016

Evan Nuffer, Director of Finance
Administration Office
Waverly Community Schools
515 Snow Road
Lansing, MI 48917

Hello Mr. Nuffer:

PNC Bank, National Association ("Bank") is pleased to make the following Direct Purchase Bank Qualified, Tax-Exempt Bond commitment to Waverly Community Schools ("School" or "Borrower").

Terms not specifically covered or made definitive in this commitment or in the Borrower Request for Proposals are subject to mutual agreement between Bank and Borrower. This proposal will be subject to (a) the attached terms and conditions, which supersede all prior oral or written understanding between Bank and Borrower with regard to the transaction provided for herein and (b) documentation satisfactory in form and content to the Bank and its legal counsel.

Third parties should in no way rely on this letter and Bank is not liable for any actions taken by a third party because of their reliance on this letter.

Please indicate acceptance of the stated terms of this commitment by executing this letter and returning to us on Tuesday April 19, 2016. If acceptance is not received by this date, this commitment will be considered canceled and void. Any revisions to this commitment letter must be approved by Bank in writing. Closing of this commitment is to take place on May 19, 2016.

Thank you for your consideration and I look forward working together on this financing.

Sincerely,

Douglas C. Barcy

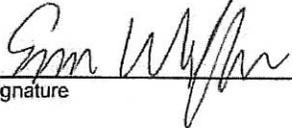
Douglas C. Barcy
Senior Vice President

Summary of Terms and Conditions

The undersigned hereby accepts the foregoing commitment from PNC Bank, National Association and the terms and conditions set forth herein, this 19th day of April, 2016.

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

BY: EVAN W NUFFER
Name (Please Print)


Signature

TITLE: Director, Finance and Operations

DATE: 4-19-16

This Summary of Terms and Conditions is confidential and not for distribution



PNC Bank, National Association is pleased to provide the following direct purchase facility commitment to Waverly Community Schools subject to the terms and conditions herein and in the attached cover letter.

**Waverly Community Schools
Counties of Ingham, Eaton and Clinton
State of Michigan
2016 School Building and Site Bonds, Series II
(General Obligation – Unlimited Tax)**

April 19, 2016

- Borrower:** Waverly Community Schools (“School” or “Borrower”)
- Purchasing Bank:** PNC Bank, National Association (“PNC” or “Bank”)
- Credit Facility:** Up to \$3,500,000 Tax-Exempt, Bank Qualified Direct Purchase Bond (“Bond” or “Credit Facility”)
- Purpose:** The Bonds are being issued for the purpose of acquiring and installing instructional technology for school buildings; equipping and re-equipping school buildings for instructional technology; partially remodeling, equipping and re-equipping and furnishing and refurbishing school facilities; purchasing school buses; and developing, improving and equipping sites.
- Security:** The Bonds are issued under the provisions of Act 451, Public Acts of Michigan, 1976, as amended. The Issuer has pledged the unlimited tax full faith and credit of the Issuer for the payment of principal and interest on the Bonds.
- Tax Treatment:** Interest on the Note shall be excludable from gross income for federal income and state income tax purposes and will be “bank qualified”. The Issuer shall take all steps necessary to maintain such tax exempt status. The Purchaser shall be provided an opinion of note counsel satisfactory to the Purchaser which concludes that interest on the Note is excludable from gross income for federal and State of Michigan income tax purposes. Such opinion shall either be addressed to the Bank or a reliance letter shall be provided which states that the Bank may rely on the opinion of note counsel.
- Prior Redemption:** The Bond is not subject to optional redemption prior to maturity.
- Interest Payments:** Interest will be payable semiannually commencing on November 1, 2016 and payable each November 1 and May 1 thereafter until maturity.
- Term Bond:** The Bond will have a stated maturity of May 1, 2022 with mandatory redemption payments as set forth below:
- | | |
|-------------|-------------|
| May 1, 2021 | \$2,000,000 |
| May 1, 2022 | \$1,500,000 |
- Interest Rate:** The Bank’s fixed rate on the Bond is **1.863%** based on the expected closing date of May 19, 2016. Interest shall be based on a 360-day-year comprised of twelve 30-day months.

This Summary of Terms and Conditions is confidential and not for distribution



Conditions:

This proposal is subject to the following conditions:

- 1) The unqualified opinion of a nationally recognized legal counsel that is satisfactory to the Bank approving the legality and the Tax-Exempt status of the Bonds. Such opinion shall either be addressed to the Bank or a reliance letter shall be provided which states that the Bank may rely on the opinion of bond counsel.
- 2) An authorized officer of the Borrower shall execute the closing memorandum, settlement statement or other document (the "Closing Memorandum") authorizing the Bank to make wire transfers on the date of closing as set forth in the Closing Memorandum. Furthermore, the Borrower shall provide the Bank with a certified copy of the Borrower's resolution authorizing such officer to execute the Closing Memorandum and a copy of an incumbency certificate of the Borrower acceptable to the Bank which lists the name and title of all officers executing closing documents on behalf of the Borrower and confirming each officer's signature identification.
- 3) Documentation acceptable to the Bank and legal opinion will be at Borrower's expense.
- 4) Final draft of unexecuted documents shall be made available to Bank's legal counsel for review at least two (2) business days prior to closing.
- 5) An electronic copy of fully executed closing documents will be provided to the Bank one (1) business day prior to closing. A transcript of all original signed documents will be forwarded to the Bank within one (1) week from closing.
- 6) Optional Waiver of Book-Entry-Only: PNC Bank will purchase and hold the Bond until maturity. The Bond will not be remarketed.

Bank Counsel:

Varnum Law Firm.

Governing Law:

This term sheet shall be governed by the laws of the State of Michigan.

EXHIBIT B

\$3,500,000

*Waverly Community Schools
Counties of Ingham, Eaton and Clinton, State of Michigan
2016 School Building and Site Bonds, Series II (GO - UT)*

Pricing Summary

| Maturity | Type | Maturity Value | Coupon | Yield | yield to Call? | Price | Dollar Price | CUSIP |
|------------|--------|----------------|--------|--------|----------------------|----------|----------------|-------|
| 05/01/2022 | Term 1 | 3,500,000.00 | 1.863% | 1.863% | No | 100.000% | 3,500,000.00 | |
| Total | - | \$3,500,000.00 | - | - | - | - | \$3,500,000.00 | - |

Bid Information

| | |
|-------------------------------|----------------|
| Par Amount of Bonds..... | \$3,500,000.00 |
| Gross Production..... | \$3,500,000.00 |
| Bid (100.000%)..... | 3,500,000.00 |
| Total Purchase Price..... | \$3,500,000.00 |
| Bond Year Dollars..... | \$18,825.00 |
| Average Life..... | 5.379 Years |
| Average Coupon..... | 1.8630000% |
| Net Interest Cost (NIC)..... | 1.8630000% |
| True Interest Cost (TIC)..... | 1.8630758% |
| All Inclusive Cost (AIC)..... | 2.0307785% |

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR BOARD MEETING
MAY 9, 2016**

FOR INFORMATION***

Subject:

Disposition of Surplus Equipment

Report:

Board policy 7310 (Disposition of Surplus Property) requires the Superintendent to report to the Board of Education on the disposition of surplus property. On, or about, April 22, 2016 bus #07-23 was sent in to Capital City International for repair. The maximum estimated repair cost of the bus was \$11,354.78. The bus has been fully depreciated on the financial statements of the District and has no residual book value. Rather than repair this bus, the District will sell the bus for scrap metal.

**Waverly Community Schools
Board of Education
Regular Meeting
May 9, 2016**

Report #15-60

FOR ACTION

Subject: Delayed Start

Recommendation:

The Superintendent recommends the Board of Education approve the delayed start plan. Delayed starts will begin September of 2016 and continue throughout the entire year. There will be sixteen delayed starts in all for 2016-17 (approximately two a month – schedule attached).

Statement of Purpose/Issue:

The purpose behind late start is to provide an opportunity for an accelerated professional growth on the part of the teaching faculty across the district. Delayed starts will be conducted on the model of a professional learning community (PLC). All aspects of these professional conversations will center on these three questions.

- 1) What do we want students to learn?
- 2) How do we know if they have learned it or not?
- 3) What do we do when they don't?

Budget Impact:

The budget for the delayed start PLC's will be negligible. Any professional training in the conducting of the PLC model equals \$5,000.00.

Background Information/Historical Perspective:

Allowing for adequate professional development is both a proven and a legal requirement for all teaching staffs.

Discussion of Options/Alternatives:

The Board has the option to approve, table or disapprove the recommendation.

Rationale for Recommendation:

Waverly Community Schools have increased the level of academic achievement for the last four years. It has become necessary to identify and concentrate on specific strategies across the district to continue to keep up this academic growth. Embedding an effective and efficient process to allow teachers the opportunity for professional conversations to accomplish this feat is a proven best practice.

Board Goal Reference:

Improve Academic Achievement...Focus across the entire district for all students.

Delayed Start 2016-2017

September 7 and 21

October 5 and 19

November 2 and 16

December 7

January 4 and 18

February 1 and 15

March 1 and 15

April 19

May 3 and 17

**Waverly Community Schools
Board of Education
Regular Meeting
May 9, 2016**

Report #15-61

FOR ACTION

Subject: Start Date for 2016-2017 School Year

Recommendation:

The Superintendent recommends the Board of Education approve the first student attendance day as August 29, 2016. Waverly, along with nine other IISD districts, applied and were granted a waiver from the Michigan Department of Education to start prior to the Labor Day holiday.

Statement of Purpose/Issue:

The Waverly Community Schools would have a start date that is before the Labor Day holiday and would have the same starting date as nine of the twelve school districts in the Ingham Intermediate School District. This would give our High School students who attend the Career and Technical Center the opportunity to start at the same time as other students whose districts have chosen a before Labor Day start date. This would also give us the benefit of a common calendar with nine other districts and the IISD itself.

Budget Impact:

The Budget impact would be a wash for the most part with the opportunity for the district to save a few dollars on energy costs by not cooling the buildings for the full month of June.

Background Information/Historical Perspective:

The start date for Michigan public schools was moved to after the Labor Day holiday by then Governor Granholm, effective in 2006. The move was to boost the tourism industry in the state of Michigan. After some ten years of data, there is no real proof that this has been accomplished as planned. Students still have to be on campus for the first two football games and for the associated practices throughout the month of August. The same is true for Marching Band and many other high school activities. The late start after Labor Day has put the end of school in late June where the temperature is not ideal for learning.

Discussion of Options/Alternatives:

The Board has the option to approve, table or disapprove the recommendation.

Rationale for Recommendation:

This initial rationale for the start after Labor Day no longer holds the same weight as it did ten years ago. The best learning time is not late in the month of June. We still are able to take advantage of a long Labor Day Weekend with the earlier start.

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR BOARD MEETING
MAY 9, 2016**

Report #15-62

FOR ACTION***

Subject:

Ingham Intermediate School District (IISD) General Education Fund 2016-17 Proposed Budget

Recommendation:

The Superintendent recommends the Board of Education support the IISD Budget Resolution as presented in the support material.

Statement of Issue/Purpose:

Section 624 of the Revised School Code, as amended, requires the intermediate school district to submit its budget to the local school boards on or before May 1st of each year. The local school districts must do the following on or before June 1st: 1) review the proposed intermediate school district budget; 2) adopt a resolution expressing the board's support for or disapproval of the proposed budget; and 3) if the Board disapproves of the budget, submit to the intermediate school board any specific objections and proposed changes the constituent board has to the budget.

Budget Impact:

None.

Background Information:

Due to amendments to the school code regarding the general election funds of state Intermediate School Districts, it is necessary for the constituent districts of each ISD to either support or disapprove that ISD's budget. Board members received a packet of information from the IISD prior to the May 1st deadline pertaining to the IISD's budget.

Discussion of Options/Alternatives:

The Board is required by Section 624 of the Revised School Code to take action either supporting or disapproving the proposed budget. The Board may choose to disapprove the proposed budget and submit to the intermediate school board any specific objection and proposed changes it has to the budget.

Rationale for Recommendation:

IISD offers many programs and services to support its local districts and students in our service area.

Ingham Intermediate School District

Serving the Needs of Districts

2016-17 Proposed General Fund Budget

Ingham Intermediate School District's board, administrators and staff strive to create and enhance educational opportunities for all learners. Our budgets support our dedicated efforts toward fulfilling this mission and focus on 1) enhancing the achievement and success of all learners, 2) maximizing school and community resources, and 3) increasing community support for public education.

Our General Fund Budget encompasses a wide variety of programs and services to support our constituent districts. Ingham Intermediate School District (ISD) is focused on assisting districts in their efforts to increase student achievement and on creating and supporting collaborative programs and services.

Ingham ISD operates three funds: General Education, Special Education and Career Services and Technical Education. The focus of [P.A. 234 of 2004](#) mandates that local district boards of education adopt a resolution either in support or disapproval of Ingham ISD's General Fund Budget. The information in this report is designed to assist you as a board member in this process.

How We Help

Ingham ISD offers many programs and services to support local districts and students in our service area. [How We Help](#) provides an overview of our programs and services.

For more information, follow the [highlighted links](#) where indicated throughout this report.





43

Table of Contents

| | |
|---|------|
| General Fund Budget Overview and Focus | 3-4 |
| General Fund Budget | 5-7 |
| Proposed Budget | 5 |
| Total Revenue | 6 |
| Total Expenses | 7 |
| Programs and Services Supported by General Fund | 8-11 |
| Next Steps and Responsibility | 12 |

For more information, follow the [highlighted links](#) where indicated throughout this report.



Ingham ISD General Fund Overview

Ingham ISD's General Fund Budget supports our mission to create and enhance educational opportunities for all learners in many different and diverse ways. Our programs and services are provided in collaboration with districts and are focused on individual district needs. Our General Fund Budget totals approximately \$30 million and encompasses:

Instructional programs ([see page 8](#))

- Alternative education programs
- Substitute consortium

Instructional supports to districts to improve student outcomes ([see pages 9-10](#))

- Multi-Tiered System of Supports (MTSS)
- Content-area supports for literacy, behavior, and Science, Technology, Engineering and Math (STEM)
- School improvement
- Student instructional data systems and supports for the use of data
- Training and coaching

Early childhood initiatives to ensure school readiness ([see page 10](#))

Collaborations with districts to maximize resources ([see page 11](#))

- Technology services
- Business services
- General education transportation consortium
- Software consortiums
- Cooperative purchasing
- Technology wide area network and internet bandwidth

The following pages and related links provide additional information regarding the Ingham ISD General Fund Budget.



Focus on Increasing Student Outcomes

Ingham ISD works collaboratively with districts to plan and provide services, training and professional development to support individual district needs for more than 40,000 students in over 80 buildings. A focus of the Ingham ISD General Fund Budget is to support local district instructional improvement efforts aligned to building-level and district School Improvement Plans. Our collaboration utilizes a Multi-Tiered System of Supports (MTSS) to maximize student outcomes for early childhood through grade 12. MTSS is the practice of providing high quality instruction matched to students' needs and levels of performance to make instructional decisions. This framework is data-driven, research-based and there is evidence that utilizing key practices within an MTSS model increases the achievement and outcomes for all students.

In collaboration with our local districts, we are committed to an "All Education" model which encompasses general education, career and technical education, special education and early childhood. To that end, we support the following practices:

- Utilize data for continuous improvement
- Collect universal screening and progress monitoring data to identify student needs
- Utilize research-based curriculum and instructional practices
- Provide support in the areas of Positive Behavior Intervention Support (PBIS) and academics
- Support parent and family involvement
- Support the development of infrastructures that establish effective, sustainable systems
- Provide coaching supports for school leadership and teaching staff

45

As a result of this ongoing work within the areas of curriculum, instruction and assessment, Ingham ISD is strategically leveraging our General Fund resources and deploying staff to continue this collaborative work with our constituent districts.

This system of data-driven instructional support for all students will continue to evolve as districts fully implement the essential components of MTSS and align these practices with their School Improvement efforts to increase student achievement. Based on identified district needs, Ingham ISD continues to sustain and/or adjust programs and services within the areas of curriculum, instruction and assessment as well as provide support for instructional data/technology.

The Ingham ISD General Fund 2016-17 Proposed Budget includes increased resources for and early literacy, to improve math student achievement, and to support increased achievement for Priority and Focus schools in our service area.



General Fund 2016-17 Proposed Budget

| | <u>2015-16 Revised</u> | <u>2016-17 Proposed</u> | <u>Increase/ (Decrease)</u> |
|--------------------------------|----------------------------|-----------------------------|---------------------------------|
| Revenue | 29,757,149 | 29,805,463 | 48,314 |
| Expense | <u>30,111,152</u> | <u>29,931,519</u> | <u>(179,633)</u> |
| 46 Excess Revenue (Expense) | (354,003) | (126,056) | 227,947 |
| Beg Fund Balance | <u>3,083,785</u> | <u>2,729,782</u> | <u>(354,003)</u> |
| End Fund Balance | <u><u>2,729,782</u></u> | <u><u>2,603,726</u></u> | <u><u>(126,056)</u></u> |

Program and service descriptions are on pages 8-11.

Budget Highlights

The Ingham ISD General Fund Budget represents a diverse collection of instructional programs, support services and outgoing transfers which are described on the following pages and related links. These diverse programs and services are supported by a set of equally diverse funding sources.

The 2016-17 proposed budget includes revenue of \$29.8 million, expenditures of \$29.9 million, and an ending fund balance of \$2.6 million. Budget reductions were incorporated into the 2016-17 proposed budget to align expenses with available undesignated revenues. Revenue information is provided on page 6 and Expense budget highlights are included on page 7.

The majority of General Fund programs and services have a designated revenue source or fees, and this restricted revenue category has increased in recent years along with related and offsetting expenditures. A relatively small proportion of the General Fund programs and services are funded by undesignated sources.



General Fund Revenue - \$29.8 million

State - \$9.9 million

| | |
|----------------------------------|--------|
| Early Childhood | \$7.40 |
| State Aid Sec. 81 ISD Operations | 1.50 |
| State Aid Sec. 147(c) MPSEERS | .60 |
| Other | .40 |

Local - \$5.4 million

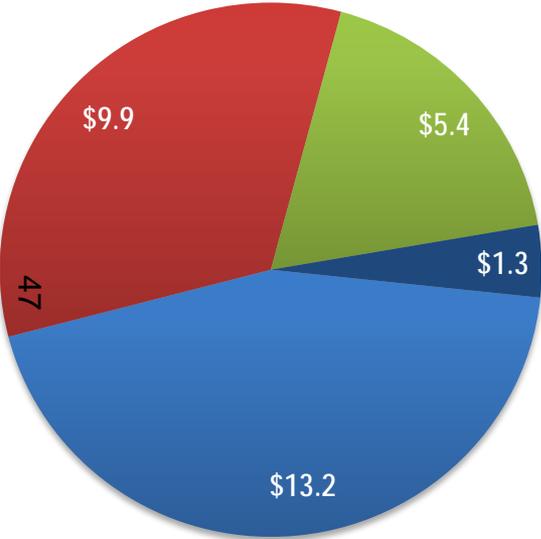
| | |
|-------------------------------------|--------|
| Property Taxes | \$1.60 |
| District Business & Technology Svcs | 1.30 |
| REMC Statewide Coop Purchasing | 1.20 |
| School Improvement | .60 |
| Ingham Academy | .40 |
| Other | .30 |

Federal - \$1.3 million

| | |
|-----------------------------------|--------|
| Title I, Priority & Focus Schools | \$.90 |
| Early Childhood | .40 |

Incoming & Other - \$13.2 million

| | |
|--------------------------------------|--------|
| Central Michigan Substitute System | \$4.80 |
| General Education Transportation | 4.70 |
| The Early College at LCC & HSDCI | 1.70 |
| Alternative Education Program | .60 |
| Ingham Academy | .60 |
| REMC | .20 |
| Student Data & Assessment Software | .20 |
| Student Instructional Services, MTSS | .10 |
| StarNET Wide Area Network | .10 |
| Student Management Software | .10 |
| Other | .10 |



Program and service descriptions are on pages 8-11.

Revenue Highlights

Budgeted total revenue for 2016-17 is \$29.8 million, which is at approximately the same level as the 2015-16 revised budget total revenue. General Fund revenue sources include property taxes, state aid, fees for programs/services, grants and incoming transfers. A significant portion of revenue is restricted for specific programs or grants and is not available for discretionary general appropriations.

The primary unrestricted revenue sources for the General Fund are property taxes and state aid section 81. Property taxes contribute \$1.6 million revenue and are based on a levy of 0.19 mills. Property taxes are projected to increase 0.75% in the proposed budget. State aid section 81 revenue totals \$1.5 million and is budgeted at the same level as the current year.

The majority of the revenue is restricted and relates directly to a specific expenditure. Examples include instructional programming at Ingham Academy and The Early College at LCC, early childhood programs and services, regional substitute consortium, and local district technology, business and transportation services. As the revenue for these restricted items increases or decreases, there is also an increase or decrease in the related expenditure.



General Fund Expense - \$29.9 million

Instructional Programs - \$8.0 million

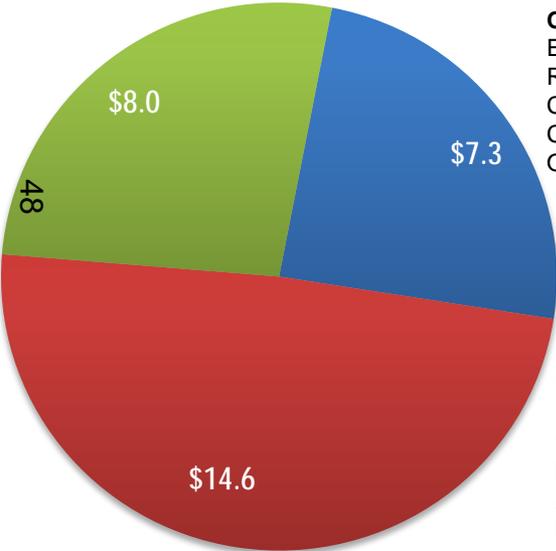
| | |
|------------------------------------|--------|
| Central Michigan Substitute System | \$4.80 |
| The Early College at LCC & HSDCI | 1.60 |
| Ingham Academy | .90 |
| Alternative Education Program | .50 |
| GO Math!® Curriculum | .10 |
| Gifted and Talented | .10 |

Outgoing & Other - \$7.3 million

| | |
|------------------------------------|---------|
| Early Childhood | \$ 6.30 |
| REMC Statewide Coop Purchasing | .50 |
| Central Michigan Substitute System | .20 |
| Capital Projects Fund Transfers | .20 |
| Other | .10 |

Support Services - \$14.6 million

| | |
|---|--------|
| General Education Transportation | \$4.90 |
| Student Instructional Services, MTSS | 2.70 |
| Early Childhood | 1.70 |
| Administrative Services & Support | 1.50 |
| Instructional Data, Software & Analysis | 1.00 |
| Local District Technology Services | .90 |
| REMC 13 & Statewide Coop Purchasing | .90 |
| Local District Business Services | .60 |
| Pupil Accounting & Truancy | .20 |
| StarNET Wide Area Network | .20 |



Program and service descriptions are on pages 8-11.

Expense Highlights

General Fund expenditures include a wide variety of programs and services as noted on this graph. Expenses for 2016-17 are budgeted at \$29.9 million which is a decrease from the 2015-16 revised budget expenses of \$30.1 million.

As noted in the Revenue Highlights, the majority of expenditures for this fund have specific and designated revenues, and as these designated revenues increase or decrease there is an offsetting change in the related expenditures. For 2016-17, the budget reflects an overall decrease in expenditures of approximately \$200,000. This net expenditure decrease is comprised of decreases for staff reductions, expenses related to one-time grant funding as well as other expenditure reductions.

Salary and benefit budgets include a 0.75% salary schedule increase and an increase for salary steps where applicable which equates to 1.2% of salaries. For health care, the statutory hard cap increase of 2.5% is budgeted. For retirement expense, there is a slight decrease of .45% budgeted for the district share of the MPSERS rate. Offsetting revenue and expense are budgeted for the growing portion of retirement which is funded by a state aid categorical.

Expenditure increases include the Great Start Readiness Program, early childhood literacy, and local district business, technology and transportation services. The budgeted increase in local district service-oriented expenditures is offset by a related increase in designated revenue. Continued in the 2016-17 proposed budget are funds to support local districts in the improvement of math student achievement with the implementation of a research-based math curriculum.

In the 2015-16 revised budget, increased requests for services for local district technology, business and transportation routing services resulted in the addition of four staff positions in the current year.



Programs and Services Supported by Ingham ISD's General Fund

Instructional Programs

49

Central Michigan Substitute System \$5.1 million*

Ingham ISD, along with Clinton County RESA, Eaton RESA and Shiawassee RESD, provide a regionalized substitute teacher system to identify and contract substitute teachers for participating districts. Ingham ISD provides coordination, contract administration, and billing for schools.

The Early College at Lansing Community College \$1.4 million

The Early College at Lansing Community College (LCC) is a three-year program that provides high school students an opportunity for early entry to a higher education environment. Students can earn a post-secondary credential, up to 60 college credits, or an associate degree focused in Science, Technology, Engineering and Mathematics (STEM).

High School Diploma Completion Initiative (HSDCI) \$0.2 million

HSDCI is a partnership between Ingham ISD and LCC offering an alternative path to graduation for students who need a different environment to complete their high school diploma. Students earn high school and college credit concurrently.

Ingham Academy \$0.9 million

Ingham ISD partners with the Ingham County Board of Commissioners and the Circuit Court to provide an alternative day-school offering for adjudicated youth which provides educational and behavioral support.

* Note: budget amounts on pages 8-11 reflect total of expenditures in all categories

Alternative Education Program \$0.5 million

An alternative education program which provides a rigorous, personalized, high school education is provided through Ed Trek. This program has low student teacher ratios, online learning, and individualized work stations.

Math Curriculum \$0.1 million

A focus of the General Fund for 2015-16 and 2016-17 is working with districts to improve math student achievement. A collaborative review with districts of math curricula was conducted and a collaborative purchase was supported by Ingham ISD. The Ingham ISD General Fund Budget includes \$80,000 in the current and proposed budget to offset 10% of districts' GO Math!® curriculum purchase. Student Instructional Services staff are working closely with seven districts on training and implementation. See literacy and math services noted on next page.

Gifted and Talented \$0.1 million

Ingham ISD and Michigan State University partner to operate summer enrichment programs and provide support services for gifted and talented programs and services.



Programs and Services Supported by Ingham ISD's General Fund

Student Instructional Services, MTSS \$2.7 million*

Multi-Tiered System of Supports (MTSS)

Ingham ISD, in collaboration with our constituent districts, is committed to implementing the essential, research-based practices of MTSS to increase achievement for all pre-K-12 students. Specifically, Ingham ISD supports stakeholders in the following ways:

Common Core

Training, support, and technical assistance are provided for aligning curriculum, assessment, and instruction on an ongoing basis.

Data Review

Training and facilitation are provided for ongoing data reviews utilizing a problem solving process at the grade, building and district level.

Early Warning Systems and Positive Behavioral Intervention & Support (PBIS)

Ingham ISD supports the collection and analysis of K-12 early warning indicators. Training and technical support are delivered for the implementation of school-wide and classroom PBIS systems.

Family Learning Connection

Families are equipped with the information needed to support their children pre-K-12 via the Family Learning Connection website.

Literacy and Math

Customized support, pre-K-12, for evidence-based curriculum, assessment, and instructional practices are provided within the universal tier and for supplemental and intensive support.

Science, Technology, Engineering, and Mathematics (STEM)

Training, support, and technical assistance are provided for implementing an integrated curriculum aligned with the Next Generation Science Standards, as well as Engineering design practices pre-K-12.

Michigan Integrated Behavior Learning Support Initiative (MiBLSi)

Ingham ISD partners with the State's MiBLSi initiative to support consensus, infrastructures, and implementation of an MTSS framework.

School Improvement and Priority and Focus Schools

Technical assistance and support are provided to identified schools consistent with our MTSS framework for Michigan's required continuous school improvement model.

New Teacher Professional Learning Community (PLC)

New teachers participate in a PLC series and have the opportunity to network and collaborate with colleagues and Ingham ISD consultants. The 10-session series centers on a variety of student-focused topics that facilitates professional growth. Among the topics explored are explicit instruction, PBIS, and instructional technology. Attendees have targeted discussions to apply session content in elementary and secondary classrooms.

Teachers Learning Together

Educators are paired together to observe each other's teaching and provide feedback particularly about students' levels of engagement. Learning Walks provide further opportunities for teachers to observe each other and receive feedback on instruction.

* Note: budget amounts on pages 8-11 reflect total of expenditures in all categories.

50



Programs and Services Supported by Ingham ISD's General Fund

Early Childhood Programs

\$8.0 million*

Early Childhood

Ingham ISD provides Early Childhood administrative support and coordination for the implementation of a comprehensive continuum of early childhood programs and services for children birth to age 5 and their families. Through facilitation of the Ingham Great Start Collaborative (GSC), Ingham ISD guides local districts, human service agencies, and families in the development, implementation and sustainability of a ISD-wide early childhood education and care system. The majority of these activities are grant funded and support core implementation of the GSC and the Great Start Parent Coalitions (GSPC). Early Childhood programs also include Great Parents Great Start (GPGS) which is a parent involvement and education program that offers personal visits, playgroups and support for families with children, birth to kindergarten.

Great Start Readiness Program (GSRP)

Ingham ISD operates the consortium in coordination with local districts, public school academies and community grantees that provide eligible at-risk four-year olds with preschool programming.

Ingham Healthy Families

This program connects expectant parents and caregivers of newborns to parenting support in their home. The Home Visit Expansion grant through the Michigan Department of Health and Human Services utilizes the Healthy Families America model.

* Note: budget amounts on pages 8-11 reflect total of expenditures in all categories.

Instructional Data, Software & Analysis

\$1.0 million

Data, Systems, and Analysis Team (DSA)

The DSA team assists district stakeholders in the use of data to improve student outcomes. This includes facilitating collecting, moving, analyzing and making the data accessible and actionable.

Student Data and Assessment Software

All twelve districts are part of a student data and assessment software collaboration utilizing Illuminate Education which helps districts manage and leverage student data and assessments to improve student outcomes.

Student Information Software

Eight districts and Ingham ISD are using PowerSchool as their student information system. Ingham ISD provides application support to seven school districts and hosts PowerSchool for five districts.

Regional Educational Media Center (REMC) \$1.4 million

REMC Statewide Cooperative Purchasing

The REMC Statewide \$AVE (Statewide Aggregated Volume for Education) Bid Project is provided as a service of the REMC Association of Michigan for all Michigan schools. It is managed through a fiscal agent agreement with Ingham ISD. The project provides large volume contracts for a variety of educational resources. By using REMC \$AVE contracts, Michigan schools have saved more than \$670 million since 1990.

Regional Educational Media Center (REMC)

This regional collaboration among Ingham ISD, Clinton RESA and Eaton RESA provides services and instructional resources to REMC members within the service area.

51



Programs and Services Supported by Ingham ISD's General Fund

Other

General Education Transportation **\$4.9 million***

Nine districts are part of a general education transportation consortium formed to provide a cost-effective and quality transportation service option for consortium districts which elect to contract for these services. Four districts have implemented services and other districts are considering a future implementation.

Local District Technology Services **\$0.9 million**

Ingham ISD provides a variety of technology support services including comprehensive technology services for four local districts, network engineering for two districts, and ad hoc services to other districts as needed. In addition, a large and growing number of other technology services are being provided or shared including Help Desk services, web content filtering, website hosting, data center hosting, and VoIP phone system sharing as well as blended and online learning supports, technology integration, and various instructional resources such as Moodle and Edgenuity servers.

Local District Business Services **\$0.6 million**

Ingham ISD provides comprehensive business services including finance, accounting, payroll and benefits, budgeting and reporting services to two local districts and three public school academies as well as payroll and benefit services to a third local district.

Pupil Accounting & Truancy **\$0.2 million**

Ingham ISD assists local districts by conducting Michigan Department of Education required audits to verify the accuracy of pupil membership counts which determines the amount of state school aid a district receives. Statutorily-required student attendance and truancy services are also provided.

* Note: budget amounts on pages 8-11 reflect total of expenditures in all categories.

Sharing Technology and Academic Resources Network (StarNET) **\$0.2 million**

StarNET wide-area network members (all twelve local districts and Ingham ISD) share resources including a wide-area network and internet bandwidth. Members collaborate on a variety of instructional and other resources including student information systems, web content filtering, data center hosting, shared application servers (Edgenuity video servers, WordPress and Meal Magic servers), and other shared technical resources. Cooperative purchasing and sharing of services such as software for student data and assessment and special education are also done through StarNET.

Administrative Services & Support **\$1.5 million** General Fund (Partially Funded)

Ingham ISD's General Fund Budget partially funds programs designed to assist local districts such as district shared administrative services, facilitation and support for board members, curriculum directors, human resources directors, business directors and technology directors, acquisition of grant funds, communication and public information planning, property tax reporting assistance, Schools of Choice data collection and advertising, and purchasing collaborations.

General Fund (Fully Funded)

Ingham ISD provides programs and services to improve the effectiveness and efficiency of school operations supported by the General Fund. The following programs are supported with the use of Ingham ISD's General Fund dollars: Superintendents' Round Table facilitation, finance software system (MUNIS) and Human Resources employee application system.

Capital Projects Fund Transfers **\$0.2 million**

The General Fund Budget includes two outgoing transfers to our Capital Projects Fund. A \$100,000 transfer is included to provide resources for facility mechanical systems, roof and space updates at the Thorburn Education Center. Additionally, a \$100,000 transfer is made to the Capital Projects Fund on behalf of the Ingham ISD Special Education Fund as an allocation of state aid section 81.

52



Next Steps and Responsibility

| Next Steps | Responsibility |
|---|-----------------|
| Submit 2016-17 General Fund Budget to local districts by May 1. | Ingham ISD |
| By June 1, adopt a resolution either in support or in disapproval of the General Fund Budget. If disapproved, submit specific objections and proposed changes. Send resolution to Ingham ISD, c/o Superintendent's Office. | Local Districts |
| Adopt General Fund Budget by July 1. | Ingham ISD |

If we can provide additional information please call 517.244.1212 or email moneil@inghamisd.org.



ISD BUDGET RESOLUTION

_____, Michigan (the "District")

A _____ meeting of the board of education of the District was held in the _____ in the District, on the _____ day of _____, 2016, at _____ o'clock in the _____.

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. Section 624 of the Revised School Code, as amended, requires the intermediate school board to submit its proposed budget not later than May 1 of each year to the board of each constituent district for review; and
2. Not later than June 1 of each year, the board of each constituent district shall review the proposed intermediate school district budget, shall adopt a board resolution expressing its support or disapproval of the proposed intermediate school district budget, and shall submit to the intermediate school board any specific objections and proposed changes the constituent district board has to the budget.

NOW, THEREFORE BE IT RESOLVED THAT:

1. The board of education has received and reviewed the proposed intermediate school district budget in accordance with Section 624 of the Revised School Code, as amended, and by the adoption of this resolution, expresses its support for the proposed intermediate school district budget.
2. The secretary of the board of education or his/her designee shall forward a copy of this resolution to the intermediate school board or its superintendent no later than June 1, 2016.

3. All resolutions insofar as they conflict with 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 _____, Michigan, hereby certifies that the foregoing is a true and complete copy of a resolution adopted by the Board of Education at a _____ meeting held on _____, 2016, the original of which resolution is a part of the Board's minutes, and further certifies that notice of the meeting was given to the public under the Open Meetings Act, 1976 PA 267, as amended.

Secretary, Board of Education