



WAVERLY
COMMUNITY SCHOOLS
Pride. Tradition. Excellence.

Waverly Community Schools

Regular Meeting

Monday, October 17, 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 October 17, 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. Plante Moran - Waverly Community Schools' Financial Audit
- 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 #16-23, Personnel Recommendations 8
 - C. Finance & Facilities
 - 1. ***Recommendation to approve Report #16-24, Financial Recommendation 10
 - 2. Recommendation to approve Report #16-25, Building & Site, Series II Technology Device Purchase 16
 - 3. Recommendation to approve Report #16-26, Approval of 2015-2016 Audited Financial Reports 18
- X. Superintendent's Report
- XI. Other Board Business

XII. Closed Session (for the purpose of discussing negotiations)

XIII. Adjournment

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR BOARD MEETING
September 19, 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 Waverly Community Schools' Administrative Center, 515 Snow Road, Lansing, Michigan.

Members Present:

Mr. Britt Slocum, President
Mrs. Angela Witwer, Vice President
Mrs. Mary Ann Martin, Secretary (arrived at 6:34 p.m.)
Mr. Alan Wright, Treasurer
Mr. Joe Chahine, Vice Secretary-Treasurer
Mr. Calvin L. Jones, Trustee
Mrs. Melissa Sherry, Trustee

Staff Present:

Mr. Terry Urquhart, Superintendent
Mr. Evan Nuffer, Director of Finance and Operations
Mr. Vince Perkins, Director of Personnel
Mrs. Kelly Blake, Director of Teaching & Learning
Mrs. Tiffany Wright, Director of Special Education
Mr. David Palme, Director of Technology
Rebecca Pease
Chris Huff
Mike Moreno
Vickie Tisdale
Molly Francis
Helene McNeilly
Tim Lyman
Shawn Talifarro
Theresa Collett-Such
Robert Lurie
Ginny Murphy
Becky McQuillan

Others Present:

Nancy Lubeski
Andre Yurchenko

Special Presentations

Nancy Lubeski, Vice President of Global Education for the Greater Lansing United Nations Association honored Waverly High School teacher, Robert Lurie, recipient of the Loy LaSalle Award for Global Education and International Understanding . The organization honors teachers and students every year. Mr. Lurie rose to the top of the nominees based on his involvement in the community, school district, locally and internationally. He received a small cash scholarship in addition to the award. Mr. Lurie introduced Andre Yurchenko, an exchange student from the Ukraine, who attended the meeting with him.

Tiffany Wright, Director of Special Education, presented information to the Board regarding timely IEPs. Of the 547 IEPs held in Waverly Community Schools in the 2014-2015 school year, 14 were untimely. Of those 14, five students moved into the District with IEPs that were late prior to their arrival in our district. Four of the fourteen were due to an error within of electronic IEP system, which showed IEPs were due on the 365th day instead of the 364th day. Two

Special Presentations ((cont.))

of the meetings were held on time but were published in the Illuminate Ed system after the due date, and were therefore reported to the state as late. The remaining three were staff errors in holding the IEP meetings past the due dates.

In order to prevent these issues from occurring again, the following process has been instituted:

- The Ingham ISD has corrected the error in Illuminate Ed and it now shows IEPs are due on the 364th day.
- Each building has 1-2 days per month designated for IEPs. Assistance in developing the lists of which need to be held at each meeting has been provided.
- Training has been provided to staff about the importance of publishing the IEP at the completion of the meeting. Technology has been added to locations which are frequently used for IEP meetings.

Superintendent Urquhart reviewed a document from Michigan Association of School Boards for his upcoming evaluation. The evaluation instrument is based in part on two bodies of research: The Professional Standards for Educational Leaders, and School District Leadership that Works: The Effect of Superintendent Leadership on Student Achievement. The Revised School Code requires Board of Education members to receive training on the evaluation instrument to be used for the superintendent beginning in 2016-2017. Training must also be provided to the superintendent regarding the measures used in the evaluation system and how much each measure will be used. Areas to be evaluated are Governance & Board Relations; Community Relations; Staff Relations; Business & Finance; and Instructional Leadership. Other required components of the evaluation are student growth and progress toward district-wide goals.

It was decided the Board would vote on adoption of the evaluation tool during Other Board Business.

Correspondence

Member Martin reported the Board had received a copy of allergy information from one of the District's schools. She also addressed the Ingham School Officers Association's Legislative Breakfast Candidates Forum to be held Thursday, October 6th from 7:30-9:00 a.m. at the Lansing School District Board Room, 519 West Kalazamoo Street in Lansing. She noted all candidates usually don't show, but all have the opportunity to come.

Public Comment

None

Board Member Comment

Member Chahine stated he loves seeing kids at schools involved in activities, noting the community is alive!

Member Jones welcomed everyone back to school. He reported there was great participation in the Waverly Education Foundation's Golf Outing. He thanked attendees for participating and President Slocum for chairing the event.

Member Wright acknowledged how nice the PE locker rooms at the High School look. He stated the current contractor and sub-contractors are doing a great job. They are not happy with the floors in the locker rooms and will be coming back over break to fix them,

Member Witwer stated it was fun to be at the kick-off this year. She stated she has heard a lot of positive things in the community about Waverly's programs improving.

Member Martin stated she enjoyed the first day of school. She said she goes into the classrooms and says "Happy New Year". Not all kids understand what she means, but some kid usually gets it. Member Martin reported she attended the Ingham School Officers Association (ISOA) meeting on September 7th. Jennifer Smith talked to the group about legislative issues. Member Martin thanked everyone for their prayers related to her recent surgery. She said she is doing great and appreciates the support.

President Slocum congratulated Robert Lurie for receiving the Loy LaSalle Award. He told Member Martin he received the minutes from the last ISOA meeting and said he is glad she is up and tap dancing again. President Slocum

Board Member Comment (cont.)

stated he is figuring the Foundation will end up with \$5,000 to \$6,000 profit from the recent golf outing. He thanked Superintendent Urquhart for purchasing a tee sponsorship sign for the event. President Slocum stated the Waverly Marching Band's swing music really kicks. The next home football game is Friday night.

Adoption of Agenda

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

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

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

The minutes of the regular meeting of August 15, 2016 were approved as presented.

Personnel & Policy Advisory Committee Report

No report

Finance & Facilities Advisory Committee Report

No report

Teaching & Learning Advisory Committee Report

Member Sherry reported the Teaching & Learning Committee discussed Marzano, the first delayed start, Professional Learning Communities (PLCs), and new in-house training for teachers. The Aimsweb window is open now for two weeks; NWEA will begin, with Kindergarten and 10th grade added, we are working on a special education process for IEPs, and the GoMath rollout is going well. The committee will be meeting every other month.

******Personnel Report – Report #16-20 – For Action***

The Board of Education approved the employment (Certified) of Joseph Thornton (Elmwood 4th grade teacher); Angela Cheritt (Winans 4th grade teacher); Steven Fernandez (East Orchestra teacher .4); Michelle Wanbaugh (Colt Kindergarten teacher); and Audrey Hager (HS Science teacher); the recall (Certified) of Glenn Briggs (HS Social Studies teacher); the employment (Non-certified) of Emma Rentfrow (Administrative Center Bookkeeper); Melissa Burghdoff (Colt Special Education Parapro) (4.75 Hours); Angela Moore (Elementary Library Clerk); Anna Warfield (Preschool Instructor 4 year olds); and Sasha Jones (H.S. Parapro 1:1 (7.25 hrs.); the Transfer Certified of Pat Albright (from East Reading/RTI .67 to East Reading/RTI 1.0); Nate Beckholt (from .8 Teacher (East .4, Winans .3, Colt .1) to .7 Teacher (Winans MTSS .3, East PE .4); Rhonda Berns (Winans 4th grade teacher to East 6th grade teacher); Scott Brooks (from East music/band teacher .4 to 1.0 Music/Band teacher (.4 East, .6 Elmwood); Mary Faber (from H.S. Social Studies .67 to H.S. Social Studies .7); Nikki Harrison (from H.S. Spanish teacher to M.S. 7th grade Social Studies teacher); Barb Morton (from East School Social Worker .8 to East School Social Worker 1.0); and Jodi Thelen from Elmwood 1st grade teacher to Colt Reading teacher .5); Transfer Non-Certified: the transfer of John Sorrells from bus driver and utility person (4.5 hours) to Winans Head Custodian (8 hrs.); Wesley Houghton (Bus Driver (current), new Utility Person); Bruce Witwer (from sub custodian to Bus Driver in training); Colleen Weinfeld (from Elmwood Library Clerk/ELMS East & H.S. to HS Library Clerk); Retirement – Certified - Tammy Pepper (MS Science Teacher); Resignation – Certified – Jill Fortain (School Psychologist); Katie Pike (Colt/Elmwood Music teacher); and Emily Williams (Winans First Grade Teacher); and Resignation – Non-Certified: Karen Benjamin-Dymond (H.S. Lunch Assistant).

******Certification of Winter Tax Levy – Report #16-21 0 For Action***

The Board adopted 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 enclosed with the minutes.

Superintendent's Report

Superintendent Urquhart announced he will be attending a conference and will be out of the district Tuesday through Friday.

Superintendent's Report (continued)

He also announced that MASA will hold a candidates forum after the election.

Other Board Business

President Slocum asked for a motion to adopt the MASB Evaluation Document. A motion was presented by Member Sherry and supported by Member Wright. MOTION: The Board of Education adopt Report #16-22 (verbal), the MASB Evaluation Document for evaluation of the Superintendent.

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

President Slocum stated this will not only serve as an evaluation instrument for the Superintendent, but can also be a tool to help us gain insight into eventually picking a new Superintendent; it will make us informed.

President Slocum reported he has formed an Ad Hoc Operations Committee consisting of Member Martin, Member Jones, and himself to study functions and operations of the District and determine how we make them the very best they can be. He said they will probably use an evaluation tool.

Member Jones reported a committee was formed after a Waverly student was hit by a car and died. He doesn't know if all recommendations are complete. There is a meeting on September 27th at 1:00 p.m. to compile the facts. Member Chahine will give a report regarding this committee's recommendations at next month's Board meeting.

Member Jones also stated a lot of things are going great for Waverly Community Schools. He suggested bringing in community groups that are doing great things (Backpack Program, for example) and find a way to thank them publicly in a special presentation.

President Slocum announced that Officer John VanCore will be attending the first hour of the upcoming September PD session to discuss Board/School safety and protocol if there is an active shooter in your presence.

Closed Session

A motion was presented by Member Witwer and supported by Member Chahine. MOTION: The Board enter into closed session for the purpose of discussing negotiations. There are no action items on the table after the closed session.

Motion carried. VOTE: AYES – 7; NAYS

Return to Open Session

The Board returned to open session at 8:38 p.m. and adjourned immediately thereafter.

Respectfully submitted,

Mary Ann Martin, Secretary

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
October 17, 2016**

Report # 16-23

Subject: Personnel Report***

A. Employment Certified

<u>Name</u>	<u>Position</u>	<u>Step/Salary</u>	<u>Effective</u>
Mistie Church	Winans 1 st Grade Teacher	MA+0, 2/\$43,795.00	09/16/2016
Nathan Harmon	MS Sp. Ed. Teacher .5	BA+20, 2.5/\$21,893.00	09/19/2016
Christopher Onze	Colt Music Teacher .4	MA+0, 4/\$19,712.00	09/19/2016
Stacy Van Norman	East 5 th Grade Teacher	MA+0, 5/\$52,490.00	10/10/2016

B. Recall Certified

<u>Name</u>	<u>Position</u>	<u>Step/Salary</u>	<u>Effective</u>
Joseph Szombati	HS Blended Learning Teacher	BA+0, 0/\$37,184.00	09/12/2016

C. Employment Non-Certified

<u>Name</u>	<u>Position</u>	<u>Step/Salary</u>	<u>Effective</u>
Andrew Cairns	HS Sp. Ed. Parapro (7.25 hrs.)	Class II/\$14.38	09/26/2016
Jamie Goodman	Elmwood Title I (19 hrs.)	\$16.60	09/12/2016
Nathan Harmon	MS Sp. Ed. Teacher .5	BA+20, 2.5/\$21,893.00	09/19/2016
Karla Kamrada	Winans Tile I (19 hrs.)	Class II/\$14.38	09/12/2016
Jordan Martin	East Sp. Ed. Parapro 1:1 (7.25 hrs.)	Class II/\$14.38	09/16/2016

D. Transfer Certified

<u>Name</u>	<u>Position</u>	<u>Step/Salary</u>	<u>Effective</u>
Jodi Thelen	From: Colt Reading Teacher .5 To: Colt Reading Teacher .6	MA+15, 10/\$35,482.50 MA+15, 10/\$42,579.00	08/12/2016

E. Transfer Non-Certified

<u>Name</u>	<u>Position</u>	<u>Step/Salary</u>	<u>Effective</u>
Julie Marrison	From: East Sp. Ed. Parapro (7.25 hrs.) To: Winans Sp. Ed. Parapro (7.25 hrs.)	no change	09/16/2016
Gretchen Mikula	From: K-6 ELL Parapro (7.75 hrs.) To: HS ELL Parapro (7.25 hrs.)	ClassA/18.14 no change	09/27/2016
Donna Wise	From: MS Lunch (2 hrs.) To: HS Lunch (2.5 hrs.)	FS4/\$10.00 no change	09/12/2016
Gerald Purol	From: Bus Driver in Training To: Bus Driver	\$10.00 \$14.00	09/19/2016
Bruce Witwer	From: Bus Driver in Training To: Bus Driver	\$10.00 \$14.00	09/30/2016

F. Retirement - Certified

<u>Name</u>	<u>Position</u>	<u>Years</u>	<u>Effective</u>
Brenda Gibson	Elmwood/St. G. SSW/Behaviorist	16	01/27/2017

G. Resignation - Certified

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective</u>
Nathan Harmon	MS Sp. Ed. Teacher .5	Personal	09/19/2016
Kelli Williams	HS Sp. Ed. Teacher	Personal	10/14/2016

H. Resignation – Non-Certified

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective</u>
Melody Sorrells	Bus Driver	Personal	09/20/2016
Jeannette Barbour	Elmwood Head Secretary	Personal	09/30/2016

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
OCTOBER 17, 2016**

Report #16-24

FOR ACTION***

Subject:

Finance Report

Recommendation:

It is recommended the following be approved:

Financial Report:

The cash balance as of August 31, 2016 was \$4,579,941.14. Receipts during September, consisting of property taxes, state aid and other revenues in the amount of \$1,393,549.84 minus disbursements during September of \$4,156,228.77, left the district with a General Fund cash balance, as of September 30, 2016, of \$1,817,262.21, including \$1,500,000.00 from the issuance of a State Aid Note.

Current year General Fund expenditures exceed revenues by \$3,276,471. 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 \$93,334. A summary of life to date activity is included in the supporting documentation

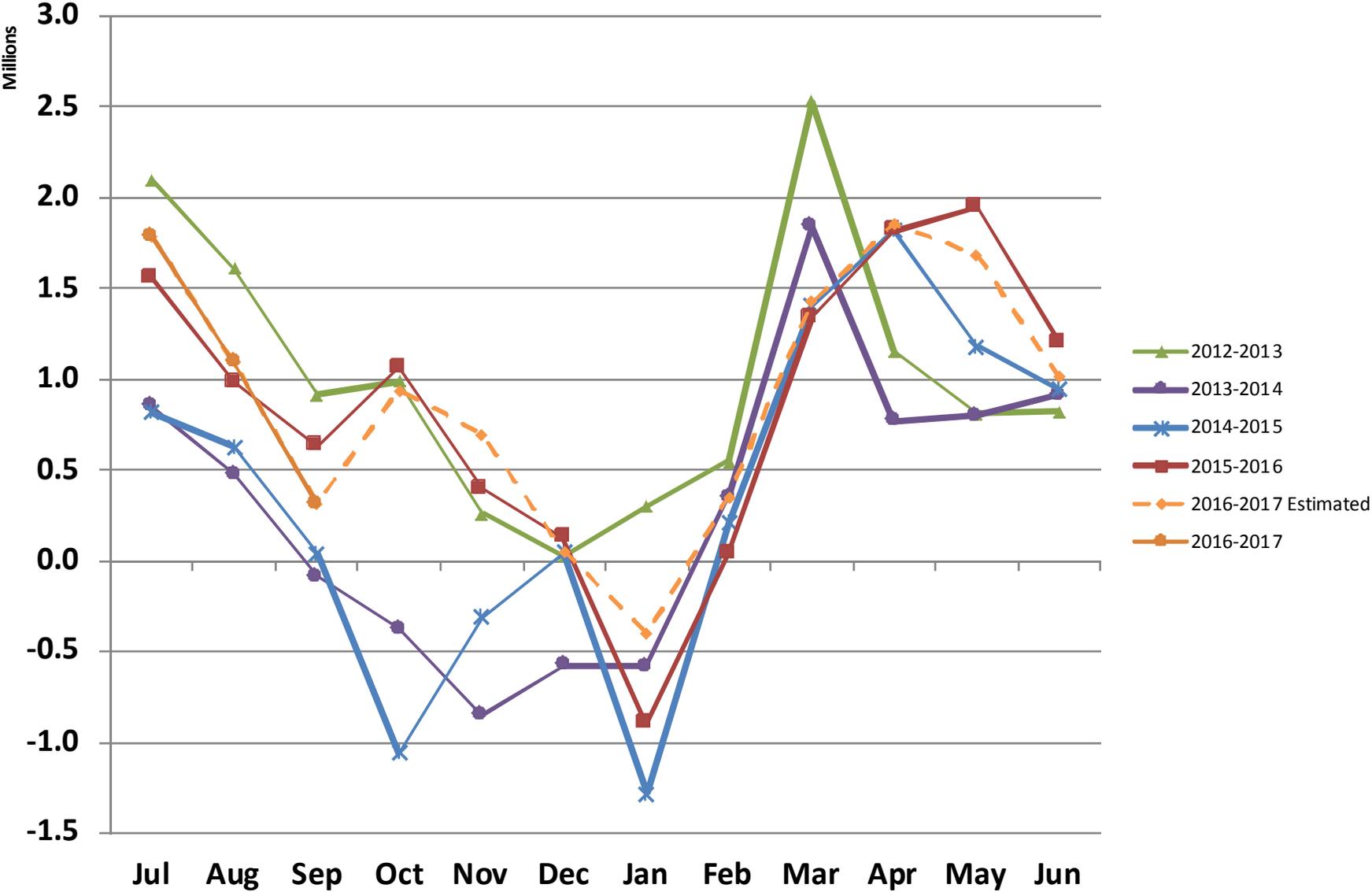
The balance of the 2016 Building and Site, Series II Bonds remaining to be allocated is \$1,367,121. A summary of life to date activity is included in the supporting documentation

Waverly Community Schools

Finance Committee - Cash Position Report
For the Month Ended September 30, 2016

Balance on Hand August 31, 2016	4,579,941.14
Revenues	
State Aid	-
Taxes	497,673.80
Other Revenue	33,522.74
Interfund Transfers In	862,350.03
State Aid Note Proceeds	-
	<u>1,393,546.57</u>
Disbursements	
Payroll and Related Liabilities	(2,977,804.24)
Other Expenditures	(1,178,424.53)
State Aid Repayment	-
	<u>(4,156,228.77)</u>
Prior Month Adjustments During September 2016	3.27
Balance on Hand September 30, 2016	<u><u>1,817,262.21</u></u>
PNC Bank - General	1,716,838.91
MILAF	7,384.17
PNC Bank - Payroll	47,576.66
Comerica - Checking	45,462.47
	<u><u>1,817,262.21</u></u>

Waverly Community Schools Cash Flow Analysis (Monthly Lows)



12

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

	Revised Budget	Actual	Over (Under) Budget	% Available
Revenue				
Local sources	9,015,786	1,394,691	(7,621,095)	84.5%
State sources	18,033,727	32,505	(18,001,222)	99.8%
Federal sources	581,357	-	(581,357)	100.0%
Intergovernmental	2,124,161	6,266	(2,117,895)	99.7%
Transfers In	90,000	-	(90,000)	100.0%
Total revenue	29,845,031	1,433,462	(28,411,569)	95.2%
Expenditures				
Current:				
Instruction:				
Basic program	14,438,637	1,984,664	(12,453,973)	86.3%
Added needs	3,149,673	420,099	(2,729,574)	86.7%
Total instruction	17,588,310	2,404,763	(15,183,547)	86.3%
Support Services:				
Pupil	2,417,284	351,647	(2,065,636)	85.5%
Instructional staff	899,933	208,162	(691,771)	76.9%
General administration	480,069	155,913	(324,156)	67.5%
School administration	1,991,726	471,268	(1,520,458)	76.3%
Business	473,522	112,593	(360,929)	76.2%
Operations and maintenance	3,252,489	675,499	(2,576,990)	79.2%
Pupil transportation services	954,368	125,006	(829,362)	86.9%
Central	515,937	108,786	(407,152)	78.9%
Other	37,850	7,489	(30,361)	80.2%
Total support services	11,023,178	2,216,364	(8,806,814)	79.9%
Athletics	513,739	60,443	(453,296)	88.2%
Community services	29,083	9,359	(19,723)	67.8%
Non Publics	2,325	-	(2,325)	100.0%
Debt service:				
Principal	130,000	-	(130,000)	100.0%
Interest	16,850	-	(16,850)	100.0%
Capital outlay	57,270	1,293	(55,977)	97.7%
Payments to other public schools	916,710	17,710	(899,000)	98.1%
Total expenditures	30,277,464	4,709,933	(25,567,532)	84.4%
Excess of Revenue (Under)Over Expenditures	(432,433)	(3,276,471)	(2,844,038)	
Transfers Out	-	-	-	
Net Change in Fund Balance	(432,433)	(3,276,471)	(2,844,038)	
Fund Balance - Beginning of year	3,670,446	3,670,446		
Fund Balance - End of year	3,238,013	393,975		
	10.7%	1.3%		

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

	Budget	Actual	Encumbered	Balance Remaining
Construction				
Remodeling	2,339,068	2,382,154	17,771	(60,857)
Site Improvements	974,238	968,991	5,247	-
Technology Infrastructure	777,119	791,647	302	(14,830)
Construction Base Budget Subtotal	4,090,425	4,142,792	23,321	(75,687)
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	467,536	363	(17,163)
Video Distribution/Video Production	-	-	-	-
Tech Equipment Contract Subtotal	1,867,577	1,887,533	(470)	(19,485)
Technology Equipment - Owner PO				
Computers/Mobile Devices	1,510,497	1,532,904	10,398	(32,806)
Servers/Backend Systems	118,806	154,228	(0)	(35,422)
Printers	184,737	185,395	(0)	(658)
AV Equipment	87,817	87,967	6,774	(6,924)
Non-Instructional Equipment (from FFE)	12,862	12,862	-	-
Tech Equipment Owner PO Subtotal	1,914,718	1,973,356	17,172	(75,810)
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	91,352	-	268,687
Field General Conditions	200,500	83,323	(0)	117,178
Architect	138,909	184,212	-	(45,303)
Tech Design/Construction Mgr	834,308	959,820	(0)	(125,512)
District Subtotal	2,662,280	2,397,964	(0)	264,316
Totals	10,535,000	10,401,644	40,023	93,334

Waverly Community Schools
2016 Building and Site Bonds, Series II
Budget Summary
As of September 30, 2016

	Budget	Actual	Encumbered	Balance Remaining
Construction				
Remodeling	834,000	712,271	212,518	(90,789)
Site Improvements	100,000	177,439	54,857	(132,296)
Technology Infrastructure	-	-	-	-
Construction Base Budget Subtotal	934,000	889,710	267,375	(223,085)
Technology Equipment - Contract				
Interactive Classroom	-	-	-	-
Network Equipment	-	-	-	-
Wireless Network	-	-	-	-
Phone System	-	-	-	-
AV Systems	122,000	-	-	122,000
Video Distribution/Video Production	150,000	-	-	150,000
Tech Equipment Contract Subtotal	272,000	-	-	272,000
Technology Equipment - Owner PO				
Computers/Mobile Devices	1,162,653	212,808	1,180	948,665
Servers/Backend Systems	35,000	-	-	35,000
Printers	-	-	-	-
AV Equipment	53,350	-	-	53,350
Non-Instructional Equipment (from FFE)	-	-	-	-
Tech Equipment Owner PO Subtotal	1,251,003	212,808	1,180	1,037,015
District				
Loose Equipment (Furniture & Transportation)	701,452	506,747	180,946	13,759
Project Contingency	-	-	-	-
Owner GC/Contingency/Issuance Costs	253,952	30,903	-	223,049
Field General Conditions	-	4,926	-	(4,926)
Architect	40,625	10,104	-	30,521
Tech Design/Construction Mgr	46,968	28,180	-	18,788
District Subtotal	1,042,997	580,860	180,946	281,191
Totals	3,500,000	1,683,378	449,501	1,367,121

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR BOARD MEETING
October 17, 2016**

Report #16-25

FOR ACTION

Subject:

Building and Site, Series II Technology Device Purchase Recommendations

Recommendation:

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

Statement of Purpose:

The purpose of this recommendation is to purchase technology devices as part of the Building and Site, Series II Bond implementation.

Budget Impact:

The total cost of this recommendation is not to exceed Thirty-Two Thousand Seven Hundred Sixteen and 56/100 Dollars (\$32,716.56). The purchases will be funded with the proceeds from the sale of \$3,500,000 Building and Site, Series II bonds and remaining contingency funds from the Building and Site, Series I bonds. The total cost of this recommendation is within the budget allocated for these purchases.

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.

REMC purchases save schools time and money by providing bids compliant with the Revised School Code, allowing schools to buy without bidding independently.

Rationale for Recommendation:

The rationale for this recommendation is to support technology access in three core classrooms: two at the High School and one at East Intermediate added due to increased student counts. This request is to purchase three classroom sets of Chromebooks and carts. To meet the needs of these three classrooms, devices must be purchased now.

Strategic Plan Reference:

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

Waverly Community Schools

Technology Device Recommendation

Description	Qty	Unit Price	Total
HS Student Chromebook	64	\$303.93	\$19,451.52
HS Student Cart	2	\$1,585.00	\$3,170.00
East Student Chromebook	28	\$303.93	\$8,510.04
East Student Cart	1	\$1,585.00	\$1,585.00
Total Recommendation			\$32,716.56

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR BOARD MEETING
OCTOBER 17, 2016**

Report #16-26

FOR ACTION

Subject: Approval of 2015-2016 Audit Reports

Recommendation:

The Superintendent recommends the Board of Education authorize the Director, Finance and Operations to file the annual financial audit reports with Ingham ISD and the Department of Education for the 2015-2016 fiscal year.

Statement of Purpose:

The Michigan Department of Education shall require that each district have an audit of the District's financial and pupil accounting records conducted at least annually, at the expense of the district, by a certified public accountant or by the intermediate district superintendent, as may be required by the department. A district shall file the annual financial audit reports with the intermediate district and the Michigan Department of Education not later than November 1 each year. (MCL 388.1618)

Budget Impact:

The District pays approximately \$30,000 in fees for the audit to be completed.

Discussion of Options:

The annual audit is a statutory requirement. The Board of Education shall accept the recommendation as presented or table the recommendation for further review.

Strategic Plan Reference:

Strategy #1 – Communication: We will enhance communications within the district and with the community to improve relationships among all key constituent groups to better achieve our mission.