



WAVERLY
COMMUNITY SCHOOLS
Pride. Tradition. Excellence.

Waverly Community Schools

Regular Meeting

Monday, April 17, 2017 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 April 17, 2017, beginning at 6:30 PM in the Waverly Middle School Little Theatre, 620 Snow Road.

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. Student Technology Showcase - Heidi Gascon
 - B. Superintendent Selection Process - Superintendent Urquhart
 - C. Winans Elementary School Instructional Report - Helene McNeilly, Principal
 - D. Elmwood Elementary School Instructional Report - Tim Lyman, Principal
 - E. Colt Early Childhood Education Center Instructional Report - Shawn Talifarro, Principal
- 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 Nester
 - 2. Finance & Facilities - Member Wright
 - 3. Teaching & Learning - Member Sherry
 - 4. Sinking Fund - Member Sherry
 - 5. Marketing & Communications - Member Witwer
 - B. Personnel & Policy
 - 1. ***Recommendation to approve Report #16-43, Personnel Recommendations 10

2. For Discussion - Policy (First Reading)	11
C. Finance & Facilities	
1. ***Recommendation to approve Report #16-44, Financial Recommendation	12
2. Recommendation to approve Report #16-45, Approve Resolution for Membership in Greater Lansing Regional Committee (the "GLRC")	18
3. Recommendation to approve Report #16-46, Purchase of 2017 Chevrolet 3500 Express Cutaway w/box	29
X. Superintendent's Report	
XI. Other Board Business	
XII. Adjournment	

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
March 20, 2017**

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 Waverly Middle School Little Theatre, 620 Snow Road, Lansing, Michigan.

Members Present:

Mr. Britt Slocum, President
Mrs. Angela Witwer, Vice President
Mrs. Mary Ann Martin, Secretary
Mr. Alan Wright, Treasurer
Mr. Calvin L. Jones, Trustee
Mrs. Holly Nester, Trustee

Member Absent:

Mrs. Melissa Sherry

Staff Present:

Mr. Terry L. Urquhart, Superintendent
Mr. Evan Nuffer, Director of Finance
Mrs. Kelly Blake, Director of Teaching & Learning
Mrs. Susan Friend, Director of Human Resources
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
Vince Perkins
Shawn Talifarro
Michelle Oppenheim
Marissa Thaler
Nick Niederquell
Marci Van Wormer
Staff Members

Others Present:

Jennifer Dumont
Najeema McMahan
Carol Walker
Skyler Rickley
Heather Phelps
Joseph Bartholomew
Jennifer Blum
Pam Ogle
Eric Fitton
Tom Francis
Veronica Beasley
Candy Chatfield
Chris Beasley
Ron Walls
Community Members

Special Presentations

Chris Huff, Waverly High School Principal, presented the High School Instructional Report for the 2016-2017 school year. Included in his report were WHS assessment results (PSAT – grades 9 and 10), SAT results, and Social Studies and Science MSTEP results; Student Growth Percentile (Growth vs. Proficiency); Student Growth: NWEA; and Science, Social Studies, and English Proficiency.

Mike Moreno, Waverly Middle School Principal, presented the Middle School Instructional Report for the 2016-2017 school year. He presented information in the areas of Instruction, Data, and Building Culture. The Middle School's challenge is to improve all M-Step and HS/College Readiness in all four curricular areas; from 2010-2017, increase seat time; increase engagement; decrease academic distractions; and increase test scores. Mr. Moreno presented highlights that include math becoming a focus area, integration of clear learning targets/objectives, guiding questions; aligning course units of instruction and assessments; and daily communications home through email to all students. He also addressed steps being taken in math intervention,

Vickie Tisdale, East Intermediate School Principal, presented M-Step data (Spring of 2015) for 5th and 6th grade students in math, language arts, and social studies. Her report included School Improvement Goals for Language Arts and Math. In Language Arts, all 5th and 6th grade students will increase language arts proficiency as measured by NWEA, M-Step and local assessments. Strategies used to accomplish this goal include implementation of Reading Street Curriculum; all teachers utilizing Marzano's six step process for building vocabulary; and each grade level team creating units of writing process instruction designed to match Common Core Standards. There will be a focus on writing to include M-Step writing area (Persuasive/Argumentative, Narrative, and Informational/Explanatory); technology integration; creation of key learning targets for each unit of study; integration of authentic writing process in Language Arts Curriculum (from brainstorming to idea development to publication) and common grading practices).

All 5th and 6th grade students will increase their math proficiency as measured by NWEA, M-Step, and local assessments. Strategies used to accomplish this goal include staff providing explicit and frequent vocabulary instruction in fractions, and implementation of Go Math Curriculum with fidelity to include implementation of curriculum: first-year preview and review; common experiences for all math students; establishment of common grading practices; technology integration, and ISD collaborative work.

Mrs. Tisdale ended her presentation focusing on positive activities that students and staff participate in throughout the year to build their school community.

Correspondence

None

Public Comment

Addressing the Board during Public Comment were Jennifer Dumont, Najeema McMahan, Carol Walker, Skyler Rickley, Heather Phelps, Joseph Bartholomew, Jennifer Blum, Pam Ogle, Eric Fitton, Tom Francis, Veronica Beasley, Candy Chatfield, Chris Beasley, and Ron Walls.

Student Representative Report

None

Board Member Comment

Member Martin reported she attended the Top Ten Breakfast, honoring the top graduates in the class of 2017. She also recently attended both a girls' and boys' basketball game, noting both teams are awesome. Member Martin noted she also had the opportunity to go to the High School Musical, *The Boyfriend*. She enjoyed seeing the students who learned to do the Charleston. Member Martin reported there will be a Reflections Pops Concert on May 12th at 7:00 p.m. and thanked the three principals for their building presentations. Member Martin stated she is sad to see that

Board Member Comment (continued)

Becky Pease and Rhonda Sosnowski are retiring. She thanked them for their years of service, valuable experience and knowledge.

Member Witwer thanked parents and teachers for sending information for the social media site. She reported that Carmen Turner is the *Lansing State Journal* DAR recipient for outstanding volunteering in the community.

Member Wright stated *The Boyfriend* was amazing.

Member Nester reported she met with the Waverly Library Board in a strategy meeting. She thanked Mrs. Blake for taking her on a tour of the District, visiting the High School, Middle School and Elmwood.

Personnel/Policy Report

President Slocum thanked Mrs. Sosnowski for her 24 years of service in the Transportation Department and Ms. Pease for her 28 years of service in the Superintendent's office. He stated the District negotiators have not asked for an increase in class size, but are looking for an easier way to handle overloads. He announced the Board would be entering into closed session later in the meeting for the purpose of discussing negotiations.

Adoption of Agenda

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

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

Advisory Committee Report – Personnel and Policy

Member Slocum reported the Personnel and Policy Advisory Committee met on Thursday. There will be a recommendation at the April 17 Board meeting.

Advisory Committee Report – Finance and Facilities

No report.

Advisory Committee Report – Teaching and Learning

No report.

Advisory Committee Report – Sinking Fund

No report.

******Personnel Recommendations – Report #16-39 – For Action***

The Board of Education approved the retirement of Rhonda Sosnowski, Director of Transportation Director (27 years) (correction from February 27th Board Meeting – title and years of service); the employment (non-certified) of Chad Brooks, Custodian; the retirement (non-certified) of Rebecca Pease, Administrative Assistant to the Superintendent (28 years); and Vickie Nettles, Paraprofessional (22 years); and the resignation of Wayne Whiting, Custodian.

******Finance Report – Report #16-40 – For Action***

The Board approved the Finance Report as presented.

Bus Purchase Recommendation – Report #16-41 – For Action

A motion was presented by Member Martin and supported by Member Wright. MOTION: The Board of Education adopts the resolution for participation in the MSBO Bus Purchase Program and approves the purchase of three (3) buses from Capital City Bus Sales.

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

2017-2018 Schools of Choice Recommendation – Report #16-42 – For Action

A motion was presented by Member Martin and supported by Member Wright. MOTION: The Board of Education approves participation in the unlimited Schools of Choice program [Section 105 and 105(c) for the 2017-2018 school year.

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

Superintendent's Report

Superintendent Urquhart reported academic reports from Winans, Elmwood, and Colt will be presented at the April Board meeting.

He announced the District will have the responsibility in the future of retaining third grade students who do not read at grade level.

Superintendent Urquhart stated Board members have the opportunity to take classes through MASB to further their knowledge of educational issues. He announced Board President Britt Slocum has been taking advantage of this opportunity and has received the Master Board Member Award.

Superintendent Urquhart announced it is time for him to say goodbye after 42 long years in education. He noted there are things that need to get done, definitely including the teacher contract. Mr. Urquhart recommended a committee be formed to take a look at replacing the outgoing superintendent.

Other Board Business

President Slocum stated a superintendent search committee will be formed at the next meeting, and the Board will figure out where to go from there.

Closed Session

A motion was presented by Member Witwer and supported by Member Martin. MOTION: The Board of Education enters into closed session for the purpose of discussing negotiations.

Motion carried: VOTE: AYES – Members Nester, Jones, Wright, Slocum, Witwer, and Martin; NAYS – None; (Member Sherry absent)

The Board entered into closed session at 8:28 p.m.

Return to Open Session/Adjournment

The Board returned to open session at 9:36 p.m. and adjourned immediately thereafter.

Respectfully submitted,

Mary Ann Martin, Secretary

rlp

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
PROFESSIONAL DEVELOPMENT
March 27, 2017**

Opening of Meeting

A special meeting for the purpose of professional development was called to order by President Britt Slocum at 11:38 a.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
Mr. Alan Wright, Treasurer
Mr. Calvin L. Jones, Trustee
Mrs. Holly Nester, Trustee

Member Absent: Mrs. Melissa Sherry, Vice Secretary-Treasurer

Staff Present: Mr. Terry Urquhart, Superintendent
Mr. Evan Nuffer, Director of Finance
Mr. Vince Perkins, Director of Student Success
Mrs. Kelly Blake, Director of Curriculum
Mrs. Tiffany Wright, Director of Special Education
Ms. Rebecca Pease

A motion was presented by Member Martin and supported by Member Wright. MOTION: The Board of Education enter into closed session for the purpose of discussing negotiations.

Roll call vote. Motion carried, with all Board Members present voting aye.
(Members Slocum, Witwer, Martin, Wright, Jones, and Nester).

Discussion of Negotiations

The Board entered into closed session immediately and returned to open session at 11:43 a.m.

Other Topics of Discussion

The Board of Education discussed replacement of the Superintendent. It was determined a report regarding a Superintendent Search would be given at the April 17th Board meeting during special presentations.

The Board received information about a student petitioning to be reinstated in the Waverly Community Schools. Member Martin and Member Wright were appointed to a two-person committee to sit down with the student and his family.

President Slocum announced the formation of a Marketing and Communications Committee for the key purpose of ensuring positive press. The committee will consist of Member Witwer, Superintendent Urquhart, President Slocum, Member Nester, and all building principals. The committee will be meeting prior to Board meetings.

A personnel issue was presented to the Board for discussion. The outcome of the discussion was to take the issue to the Personnel/Policy Advisory Committee.

Adjournment

The meeting adjourned at 1:46 p.m.

Respectfully submitted,

Mary Ann Martin, Secretary
rlp

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
April 17, 2017**

Report #16-43

Subject: Personnel Report***

A. Employment Non – Certified

<u>Name</u>	<u>Position</u>	<u>Step/Salary</u>	<u>Effective</u>
Kim Zanola	Custodian	\$11.25/hour	3/10/17
Jorge Arrebato-Guerra	Custodian	\$11.25/hour	4/10/17

B. Retirement – Certified

<u>Name</u>	<u>Position</u>	<u>Step/Salary</u>	<u>Effective</u>
Arden Lamere	Elementary Teacher		6/30/17

C. Termination – Non-Certified

<u>Name</u>	<u>Position</u>	<u>Effective</u>
Mistie Cremeans	Colt Secretary	3/03/17

**WAVERLY COMMUNITY SCHOOLS
REGULAR BOARD MEETING
April 17, 2017**

FOR DISCUSSION

Subject: Policy – First Reading

Recommendation:

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

Bylaw 0168.1	Open Meeting
Revised Policy 2221	Mandatory Courses
New Policy 2461	Recording of District Meetings Involving Students and/or Parents
Revised Policy 2623	Student Assessment
Revised Policy 3120.04	Employment of Substitutes
Revised Policy 3121	Criminal History Record Check
Revised Policy 4121	Criminal History Record Check
New Policy 5330.02	Opioid Antagonists
Revised Policy 5517.01	Bullying and Other Aggressive Behavior Toward Students
Revised Policy 5610	Emergency Removal, Suspension, Expulsion of Nondisabled Students
Revised Policy 55610.01	Expulsions/Suspensions – Required by Statute
Revised Policy 7540.02	Web Content, Services and Apps
Revised Policy 8330	Student Records
Revised Policy 8400	School Safety Information
Revised Policy 8500	Food Services
Revised Policy 8510	Wellness

Statement of Purpose /Issue:

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

Budget Impact:

None

Background Information:

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

Options/Alternatives:

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

Rationale for Recommendation:

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

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR BOARD MEETING
APRIL 17, 2017**

Report #16-44

FOR ACTION***

Subject:

Finance Report

Recommendation:

It is recommended the following be approved:

Financial Report:

The cash balance as of February 28, 2017 was \$7,231,348.78. Receipts during March, consisting of property taxes, state aid and other revenues in the amount of \$2,406,252.60 minus disbursements during March of \$3,557,860.00, left the district with a General Fund cash balance, as of March 31, 2017, of \$6,079,741.38, including \$1,500,000.00 from the issuance of a State Aid Note.

On a cash basis, current year General Fund revenues exceed expenditures by \$796,423. 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 \$22,890. 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 \$1,180,829. A summary of life to date activity is included in the supporting documentation

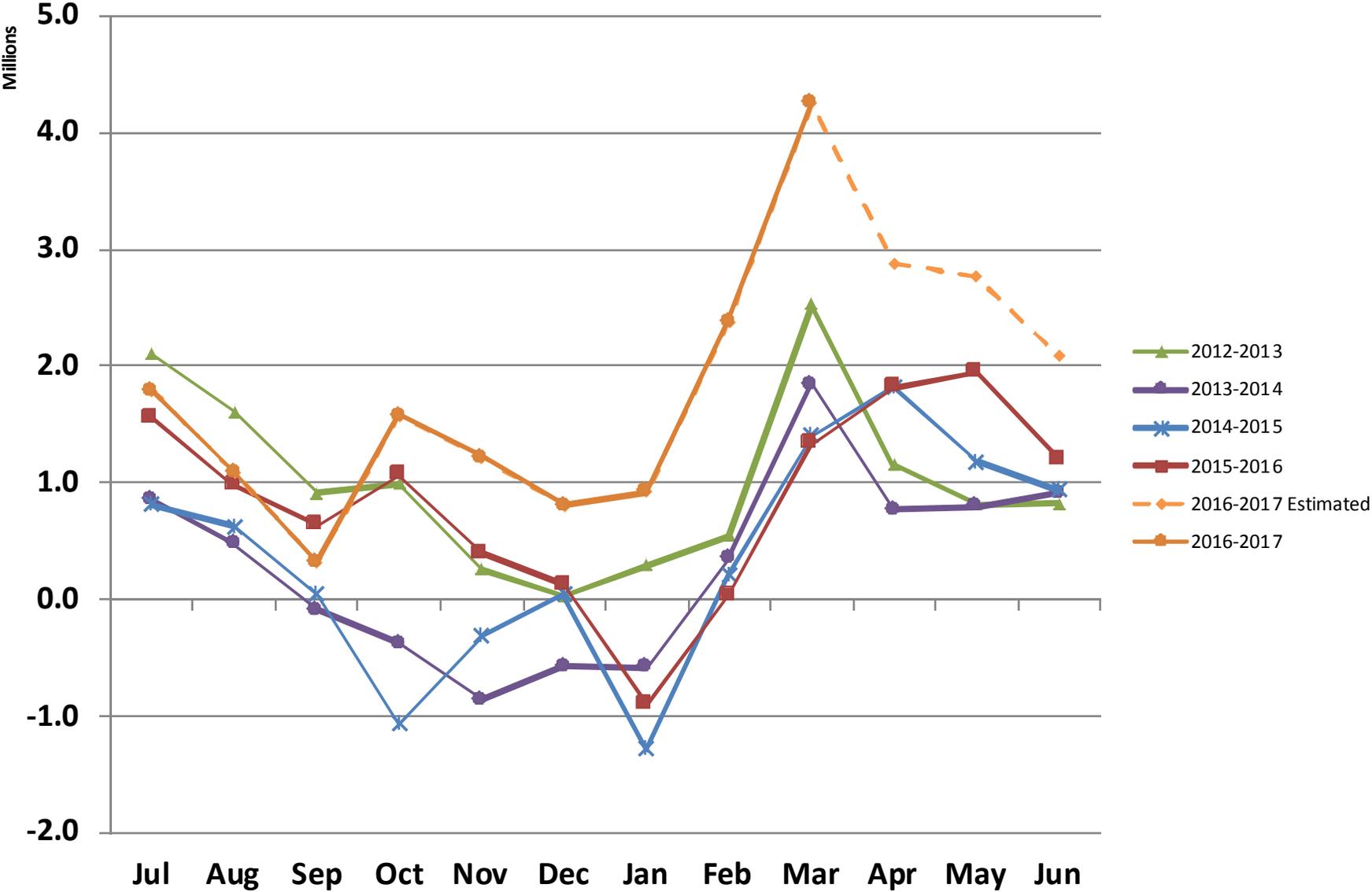
Waverly Community Schools

Finance Committee - Cash Position Report

For the Month Ended March 31, 2017

Balance on Hand February 28, 2017	7,231,348.78
Revenues	
State Aid	1,708,377.67
Taxes	231,715.44
Other Revenue	461,068.25
Interfund Transfers In	-
State Aid Note Proceeds	-
	<u>2,401,161.36</u>
Disbursements	
Payroll and Related Liabilities	(3,181,449.35)
Other Expenditures	(376,410.65)
State Aid Repayment	-
	<u>(3,557,860.00)</u>
Prior Month Adjustments During March 2017	5,091.24
Balance on Hand March 31, 2017	<u><u>6,079,741.38</u></u>
PNC Bank - General	5,982,299.05
MILAF	7,413.78
PNC Bank - Payroll	47,091.62
Comerica - Checking	42,936.93
	<u><u>6,079,741.38</u></u>

Waverly Community Schools Cash Flow Analysis (Monthly Lows)



**Waverly Community Schools
Budgetary Comparison Schedule
For the Month Ended March 31, 2017**

	Original Budget	Actual (Cash Basis)	Over (Under) Budget	% Available
Revenue				
Local sources	9,015,786	8,569,992	(445,794)	4.9%
State sources	18,033,727	10,477,316	(7,556,411)	41.9%
Federal sources	581,357	272,144	(309,213)	53.2%
Intergovernmental	2,124,161	1,205,414	(918,747)	43.3%
Transfers In	90,000	-	(90,000)	100.0%
Total revenue	29,845,031	20,524,866	(9,320,165)	31.2%
Expenditures				
Current:				
Instruction:				
Basic program	14,438,637	9,121,636	(5,317,000)	36.8%
Added needs	3,149,673	2,075,456	(1,074,217)	34.1%
Total instruction	17,588,310	11,197,093	(6,391,217)	36.3%
Support Services:				
Pupil	2,417,284	1,430,229	(987,054)	40.8%
Instructional staff	899,933	662,285	(237,648)	26.4%
General administration	475,069	404,582	(70,487)	14.8%
School administration	1,991,726	1,529,886	(461,840)	23.2%
Business	473,522	324,905	(148,617)	31.4%
Operations and maintenance	3,252,489	2,233,950	(1,018,539)	31.3%
Pupil transportation services	954,368	593,293	(361,075)	37.8%
Central	520,937	320,792	(200,145)	38.4%
Other	37,850	27,324	(10,526)	27.8%
Total support services	11,023,178	7,527,246	(3,495,932)	31.7%
Athletics	513,739	359,373	(154,366)	30.0%
Community services	29,083	27,249	(1,834)	6.3%
Non Publics	2,325	715	(1,610)	69.2%
Debt service:				
Principal	130,000	65,000	(65,000)	50.0%
Interest	16,850	8,750	(8,100)	48.1%
Capital outlay	57,270	59,735	2,465	-4.3%
Payments to other public schools	916,710	483,282	(433,428)	47.3%
Total expenditures	30,277,464	19,728,443	(10,549,021)	34.8%
Excess of Revenue (Under)Over Expenditures	(432,433)	796,423	1,228,856	
Transfers Out	-	-	-	
Net Change in Fund Balance	(432,433)	796,423	1,228,856	
Favorable Expenditure Variance (1.5%)	454,162	295,927	(158,235)	
Projected Change in Fund Balance	21,729	1,092,350	(1,070,621)	
Fund Balance - Beginning of year	3,670,446	3,670,446		
Fund Balance - End of year	3,692,175	4,762,796		
	12.2%	15.7%		

Waverly Community Schools
2013 Building and Site Bonds, Series I
Budget Summary
As of March 31, 2017

	Budget	Actual	Encumbered	Balance Remaining
Construction				
Remodeling	2,339,068	2,419,052	10,877	(90,862)
Site Improvements	974,238	968,991	5,247	-
Technology Infrastructure	777,119	791,647	302	(14,830)
Construction Base Budget Subtotal	4,090,425	4,179,690	16,427	(105,692)
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	1,578,857	(1)	(68,359)
Servers/Backend Systems	118,806	154,228	(0)	(35,422)
Printers	184,737	185,395	(0)	(658)
AV Equipment	87,817	98,429	1,197	(11,810)
Non-Instructional Equipment (from FFE)	12,862	12,862	-	-
Tech Equipment Owner PO Subtotal	1,914,718	2,029,770	1,196	(116,249)
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	10,494,957	17,153	22,890

Waverly Community Schools
2016 Building and Site Bonds, Series II
Budget Summary
As of March 31, 2017

	Budget	Actual	Encumbered	Balance Remaining
Construction				
Remodeling	838,157	946,155	7,782	(115,781)
Site Improvements	96,342	228,638	(0)	(132,296)
Technology Infrastructure	-	-	-	-
Construction Base Budget Subtotal	934,499	1,174,793	7,782	(248,077)
Technology Equipment - Contract				
Interactive Classroom	-	-	-	-
Network Equipment	-	-	-	-
Wireless Network	-	-	-	-
Phone System	-	-	-	-
AV Systems	122,000	57,212	0	64,788
Video Distribution/Video Production	150,000	-	-	150,000
Tech Equipment Contract Subtotal	272,000	57,212	0	214,788
Technology Equipment - Owner PO				
Computers/Mobile Devices	1,162,653	213,988	(0)	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	213,988	(0)	1,037,015
District				
Loose Equipment (Furniture & Transportation)	701,452	640,634	47,238	13,579
Project Contingency	-	-	-	-
Owner GC/Contingency/Issuance Costs	253,453	30,903	-	222,550
Field General Conditions	-	18,856	-	(18,856)
Architect	40,625	10,739	-	29,886
Tech Design/Construction Mgr	46,968	117,024	-	(70,056)
District Subtotal	1,042,498	818,157	47,238	177,103
Totals	3,500,000	2,264,150	55,021	1,180,829

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR BOARD MEETING
APRIL 17, 2017**

Report #16-45

FOR ACTION

Subject:

Approve Resolution for Membership in Greater Lansing Regional Committee (the “GLRC”)

Recommendation:

The Superintendent recommends the Board of Education adopt the resolution for membership in the GLRC

Statement of Purpose:

The purpose of membership in the GLRC is to leverage assistance in meeting the requirements under the Michigan Department of Environmental Quality (MDEQ) National Pollutant Discharge Elimination System (NPDES Permit for Municipal Separate Storm Sewer Systems (the “MS4 Permit”) or similar stormwater discharge permits issued to public entities within the Grand River, Red Cedar River, and Looking Glass River watersheds

Budget Impact:

The current cost of this recommendation is Six Thousand Two Hundred Eighty-Seven and 50/100 Dollars (\$6,287.50).

Background Information:

Please reference the Memorandum of Agreement (“MOA”) dated December 8, 2016 and attached to this recommendation for a history of the GLRC.

Rationale for Recommendation:

The District believes there are substantial benefits that can be derived by entering into agreement for membership in the GLRC.

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.

**GREATER LANSING AREA REGIONAL STORM WATER PROGRAM
MEMORANDUM OF AGREEMENT
WAVERLY COMMUNITY SCHOOLS**

RESOLUTION

At a regular meeting of the Board of Education of Waverly Community Schools, Ingham, Eaton and Clinton Counties, Michigan (the "District"), held at _____ on the ____ day of _____ 2017, at _____ p.m.

The following preamble and resolution was offered by _____ and supported by _____

WHEREAS the United States Environmental Protection Agency (USEPA) and the Michigan Department of Environmental Quality (MDEQ) have required communities in the Greater Lansing tri-county region to apply for and maintain compliance with a National Pollutant Discharge Elimination System Phase II (NPDES II) permit, and;

WHEREAS, the communities prepared, reviewed, and proposed a Memorandum of Agreement for adoption by all the communities and agencies to formalize and establish the Greater Lansing Regional Committee for Stormwater Management (GLRC), and

WHEREAS, participation in the GLRC advances local efforts for responsible stewardship of our natural resources, allows for the cooperative management of the watersheds in our community and this region, and assists the participating municipalities and their departments in complying with the regulatory requirements promulgated by the MDEQ and the USEPA Municipal Separate Storm Sewer System(MS4) stormwater discharge permits, and;

WHEREAS, the Memorandum of Agreement which was adopted by these municipalities and agencies originally in 2008, was revised and updated and re-adopted in 2012, and has now been prepared reflecting changes in the participating communities and activities to meet permit requirements and extending the period of the agreement to April 30, 2022, now;

THEREFORE BE IT RESOLVED, that the District approves the Greater Lansing Regional Committee for Stormwater Management Memorandum of Agreement revised by the GLRC on December 8, 2016 and authorizes payment of the appropriate annual assessment for support of the Greater Lansing Regional Committee, and;

BE IT FURTHER RESOLVED, that the community's representative to the Greater Lansing Regional Committee is Kyle Scripser, Supervisor – Maintenance and Operations

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 is a true and complete copy of a resolution adopted by the Board of Education at a _____ meeting held on _____, 2017, 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

**GREATER LANSING REGIONAL COMMITTEE
for Stormwater Management**

MEMORANDUM OF AGREEMENT - DECEMBER 8, 2016

**Original Agreement- MAY 21, 2004
Revised and Adopted-DECEMBER 13, 2012**

I. PURPOSE

It is the purpose of this Memorandum of Agreement (hereinafter the Agreement) to set forth the composition, duties, and responsibilities of the Greater Lansing Regional Committee for Stormwater Management (hereinafter the "GLRC") to be formed as more particularly described below. Local public agencies, institutions, and communities believe there are substantial benefits that can be derived under this Agreement through cooperative management of the Grand River, Red Cedar River and Looking Glass River watersheds to protect the Waters of the State; to meet local initiatives for protecting the environment; and in providing mutual assistance in meeting the requirements under the Michigan Department of Environmental Quality (MDEQ) National Pollutant Discharge Elimination System (NPDES) Permit for Municipal Separate Storm Sewer Systems, (hereinafter the "MS4 Permit") or similar stormwater discharge permits issued to public entities within the Grand River, Red Cedar River, and Looking Glass River watersheds.

The Agreement will also provide a framework for consideration of new, permanent watershed organizations with potentially broader responsibilities that could provide a more cost effective and efficient means to meet state and federal requirements, and public expectations for restoration and maintenance of the beneficial uses of the watersheds.

II. HISTORY OF GLRC

On November 15, 1999, Delta Township and the City of Lansing hosted a meeting for several local communities. The meeting notice stated that this was to be "an informal meeting to discuss the Stormwater Phase II program (now referred to as the MS4 program) and how, or if, there may be a way to pool resources on a regional basis".

Representatives from various communities, counties and MDEQ discussed the Federal Regulations for Stormwater Phase II and the MDEQ's program allowing a "Voluntary Permit Program." Originally nine communities and three counties were listed as designated communities by MDEQ.

Subsequent meetings were held to continue exploring the feasibility and cost of a cooperative effort. On June 8, 2000, a draft Resolution was prepared for the establishment of the "Greater Lansing Area Regional NPDES Phase II Stormwater Regulations Committee" and for each community to name a representative to serve on the committee.

Throughout the remainder of 2000, the committee obtained Resolutions from each community; elected officers; received proposals and interviewed four consulting firms. Tetra Tech MPS was selected to assist the Committee in determining how to best comply with the Phase II Stormwater Rules. Tri-County Regional Planning Commission (TCRPC) also assisted the Committee in providing contractual, fiduciary, and administrative support.

In May 2001, Tetra Tech MPS completed the “Step 1 – Permit Strategy Development” study which incorporated the Committee’s decision (April 20, 2001) to proceed as a group using the State’s Voluntary General Permit approach. The Committee then agreed to retain Tetra Tech MPS to prepare the Voluntary General Permit Application for each of the nine communities. The cost for each community was based on a formula that included weighted factors for population and land area. Eight of the nine communities then passed a second resolution agreeing to continue as a group with voluntary general permits using the distribution of costs as presented. Williamstown Township elected to proceed with a jurisdictionally based permit.

The eight communities proceeding under the voluntary general permit, also formally agreed to have the watershed management plans developed under the individual drain commissioners.

On January 25, 2002, the Committee agreed to retain Tetra Tech MPS to prepare a watershed management plan for the Grand River, Looking Glass River, and the Red Cedar River. Again, the allocation of cost agreed to by everyone was based on weighted factors involving the percent of population and land in each watershed. Each community adopted a third resolution committing their appropriate funds for the watershed management plans.

A Public Education Advisory Committee was organized to assist in the educational portion of Voluntary General Permit Applications.

Throughout 2002 and 2003 fourteen additional communities within the three watersheds were invited to join the committee. Ten communities were required to meet the MS4 Permit requirements based on the 2000 census.

Eight communities ultimately joined and participated in the regional approach and completed the Voluntary General Permit Application utilizing Tetra Tech MPS.

In March 2003, all sixteen communities and the three counties submitted their Voluntary General Permit Applications to MDEQ. In November 2003, certificates of coverage were issued to each of the sixteen communities and to each of the three counties.

In 2006 Lansing Public Schools and DeWitt Public Schools joined the GLRC.

In 2007, a lawsuit filed by a Township in Kalamazoo County, established that some townships no longer required an MS4 Permit from MDEQ. As this case relates to the GLRC, MDEQ determined that Alaedon, Bath, Oneida, Watertown, and Windsor Townships would no longer need an MS4 Permit.

At the December 14, 2007 GLRC meeting, the GLRC membership took formal action to establish an Associate Membership category to encourage any public agency, institution, or community who did not have an MS4 Permit to join the GLRC.

In 2012, the City of DeWitt entered into an agreement nesting DeWitt Public Schools.

In 2012, the MDEQ changed the process for permit renewal, instead of issuing a general watershed based permit; individual MS4 permits will be issued. The application process will detail all activities of the GLRC and members through two separate applications. Then, the MDEQ will review and negotiate, with the end result being MDEQ issuing a permit specific for each member.

In 2016, Waverly Community Schools joined the GLRC.

III. GREATER LANSING REGIONAL COMMITTEE (GLRC)

A. Term

While the ultimate organization of the GLRC and its responsibilities has evolved over time and after thoughtful review of alternatives, the signatories to this Agreement want to continue to work together under the following terms to assure the continuation of responsibility for essential services. These stormwater management services provide for the legal and financial responsibility to meet state and federal stormwater discharge permit requirements as well as local initiatives to protect the Waters of the State.

The current GLRC agreement expires on April 30, 2017. This agreement replaces the current GLRC agreement in its entirety for the period expiring **April 30, 2022**. As confirmed by MDEQ, expiration of the current permit is September 30, 2017; an application will be due to MDEQ by April 17, 2017. The members may mutually agree to renew and/or extend the term of the GLRC under the provisions contained in this Agreement.

Any member community may withdraw from this Agreement and the GLRC by delivering to the Executive Committee a resolution of withdrawal adopted by its governing body. Any such withdrawal adopted shall be effective 30 days following delivery of withdrawal, provided however, that any withdrawing community shall remain liable for payment of its annual assessment through the end of the current fiscal year.

B. Composition

Membership in the GLRC shall consist of “full members”, “associate members”, and “ex-officio members”.

The full members of the GLRC shall consist of a representative, or designated alternate, appointed by the appropriate governing body in each township, city, village, school district, institution, and county within the Grand River, Red Cedar River and Looking Glass River watersheds that has an MDEQ NPDES MS4 Permit and that are signatory to this Agreement.

The associate members of the GLRC shall consist of a representative, or designated alternate, appointed by the governing body in each township, city, village, school district,

institution, and county within the Grand River, Red Cedar River and Looking Glass River watersheds that does not have an MDEQ NPDES MS4 permit and that are signatory to this Agreement. However, once an associate member obtains an MDEQ NPDES MS4 Permit, they must become a full member of the GLRC.

Members, and designated alternates, shall serve until replaced in writing by the appointing authority.

The GLRC may also include ex-officio representatives from such agencies as Tri-County Regional Planning Commission (TCRPC), MDEQ and others as determined by the GLRC.

C. Public Participation

All meetings of the GLRC shall be noticed and conducted in accordance with the Michigan Open Meetings Act, MCL 15.261, et seq. The GLRC and/or its Executive Committee shall:

- Determine the rules for public participation
- Schedule meetings at facilities that are fully accessible to the interested public, and
- Routinely provide notice of meeting times and places at publicly accessible locations

D. Voting

The GLRC shall take all formal actions by a simple majority vote of a quorum. A quorum shall consist of one more than fifty (50%) of the GLRC members, or their designated alternates, eligible to vote. Members eligible to vote are those full members and associate members authorized in writing by an appropriate governing authority that has adopted this Agreement and that has paid its assessment. Ex-officio members shall be non-voting members of the GLRC.

E. Election of Officers and Appointment of Executive Committee

The GLRC shall annually elect, from among its members, a Chair, a Vice-Chair, a Secretary and a Treasurer. The Chair and the Vice-Chair shall be elected or appointed officials, or employees of a voting full member of the GLRC. The Secretary and Treasurer may be representatives of any full, associate, or ex-officio member of the GLRC. Officers elected by the GLRC may serve up to three consecutive terms. All terms shall be for one calendar year. The Vice Chair, or the Treasurer in the event the Vice-Chair is unavailable, may assume the duties of the Chair if the Chair is unavailable.

The Executive Committee shall have a maximum of eight voting members consisting of:

- (2) the Chair and Vice Chair of the GLRC
- (3) one representative or alternate from each member county
- (3) the Chairs of the Illicit Discharge Elimination Plan (IDEP), Public Education Plan (PEP), and Total Maximum Daily Load (TMDL) Committees

The Chair of the GLRC shall chair the Executive Committee, with the responsibility succeeding to the Vice Chair, then the Chair of the PEP Committee if the Chair of the GLRC is absent. If neither the Vice Chair of the GLRC nor the Chair of the PEP

Committee is present at an Executive Committee meeting, the Chair of the IDEP Committee shall serve as Chair for the meeting. The Chair of the GLRC shall not have an alternate serve on his behalf on the Executive Committee.

The Executive Committee will seek consensus on all issues brought before it. In the absence of consensus, the Executive Committee will adopt motions only when a majority of its members vote in favor of a motion. Each full and associate member will have one vote. A County or Committee may designate an alternate to serve and vote on behalf of their appointed representative to the Executive Committee.

F. Meetings

The GLRC shall meet at least twice each year at a designated time and location established by the Executive Committee. Agendas for GLRC meetings will be distributed and circulated to all members at least two weeks in advance of all meetings. The Executive Committee will meet at least five times each year at the call of the Chair. All meetings of the GLRC, Executive Committee, standing committees or special committees established under the GLRC shall operate under the Robert's Rules of Order unless modified by a majority vote of the GLRC members. The meetings of the GLRC may be rotated to locations throughout the three watersheds allowing any member or community agency to host a meeting.

G. GLRC Duties

The GLRC shall have the following duties:

1. Budget and Assessments

The fiscal year for the GLRC shall coincide with the calendar year.

Upon execution of this Agreement, review and approve the annual budget for the GLRC and establish the allocation of annual assessments for each member category. The GLRC shall adopt a budget before each December 31 for the calendar year that follows.

2. Standing Committees

Establish and outline a charge for up to three standing committees. The IDEP, PEP, and TMDL Committees will continue to function. Any member or designated alternate may serve on any standing committee. See Appendix A for a chart of the GLRC structure.

3. Watershed Management

The GLRC is committed to working with watershed partners in the region. This includes but is not limited to: Middle Grand River Watershed Planning Project (319), Red Cedar River Watershed Planning Project (319), Friends of the Looking Glass River Watershed, Middle Grand River Organization of Watersheds (MGROW), Mid-Michigan Environmental Action Council (Mid-MEAC), student groups, etc. The GLRC values the watershed efforts being conducted and will work with these groups to improve water resources in the Tri-County region.

4. Other Duties

- Maintain official written record of meetings that includes attendance, issues discussed and votes taken.
- Recommend to member communities, institutions, school districts, and counties any subsequent changes needed to this Agreement.
- Take other actions required, including delegation of responsibilities to the Chair or Executive Committee to carry out the purposes and conduct the business of the GLRC including, but not limited to, directing the activities of any committees established under this Agreement or subsequently authorized by the GLRC.
- Encourage and promote public input into decisions and recommendations of the GLRC, and of all committees established by the GLRC.

H. Executive Committee Duties

The Executive Committee shall have the following duties:

1. Budget

With the advice of the standing committees, supervise the expenditure of GLRC monies consistent with the approved annual budget.

2. Supervise Staff and Arrange Support Services

Arrange for the services of staff responsible for facilitating meetings, preparing agendas, and negotiating and advocating on behalf of the GLRC. Supervise and provide direction to staff of the GLRC, make provisions for necessary management support services for operation of the GLRC.

All staff or employees employed by the GLRC shall be and remain at all times solely the agents, servants, or employees of the GLRC and shall not be construed for any purposes to be an agent, servant, or employee of any constituent member of the GLRC.

3. Provide Forum for Discussion

Provide a forum for discussion, and, if appropriate, resolution of issues related to the implementation of this Agreement brought to its attention by any member of the GLRC.

4. Other Duties

- Assist the standing committees and special committees of the GLRC in meeting their respective responsibilities.
- Maintain a brief written record of each Executive Committee meeting including, at a minimum, attendance, list of issues, and a record of decisions.
- Take other actions that are consistent with the provisions of this Agreement and direction provided by the GLRC.

IV. RESOLUTION

The communities, institutions, school districts, and counties entering into this Agreement shall do so by the passage of a formal resolution, or exercising authority that includes the ability to commit to the payment of their appropriate assessments based on their membership category for support of the GLRC. In subsequent years, communities, institutions, school districts, and counties shall indicate their acceptance to continue this Agreement, should it remain unchanged, through the

payment of their appropriate annual assessment in support of annual budgets approved by the GLRC.

Modifications to this Agreement as may be recommended by formal action of the GLRC shall be subject to acceptance of the appropriate authority of each community, institution, school district, or county.

Services provided through the GLRC and grant funds if obtained for stormwater management shall be, to the extent practical, limited to members that have signed and met their respective financial obligations under this Agreement.

V. FIDUCIARY SERVICES

The TCRPC has agreed to provide fiduciary services for the collection and expenditure of assessments paid under the terms of this Agreement. It is understood that the assessments paid under the terms of this Agreement will be used only for the services identified in the GLRC Annual Budget as adopted by the GLRC members. It is further understood that the assessments paid may be used to provide the required local match for federal grant dollars used to support the annual GLRC budget.

TCRPC has agreed to provide the Executive Committee full and complete access to records concerning the use of the funds collected from the members so that all expenditures of monies collected through assessments to members can be audited through a process determined to be appropriate by the Executive Committee. TCRPC has further agreed to provide a financial accounting of all funds collected and expended to the GLRC within 45 days following the end of each calendar year. Copies of the annual accounting and audit reports shall be made available to all GLRC member communities upon request. TCRPC shall obtain Executive Committee consensus before expenditure of any of the assessments collected.

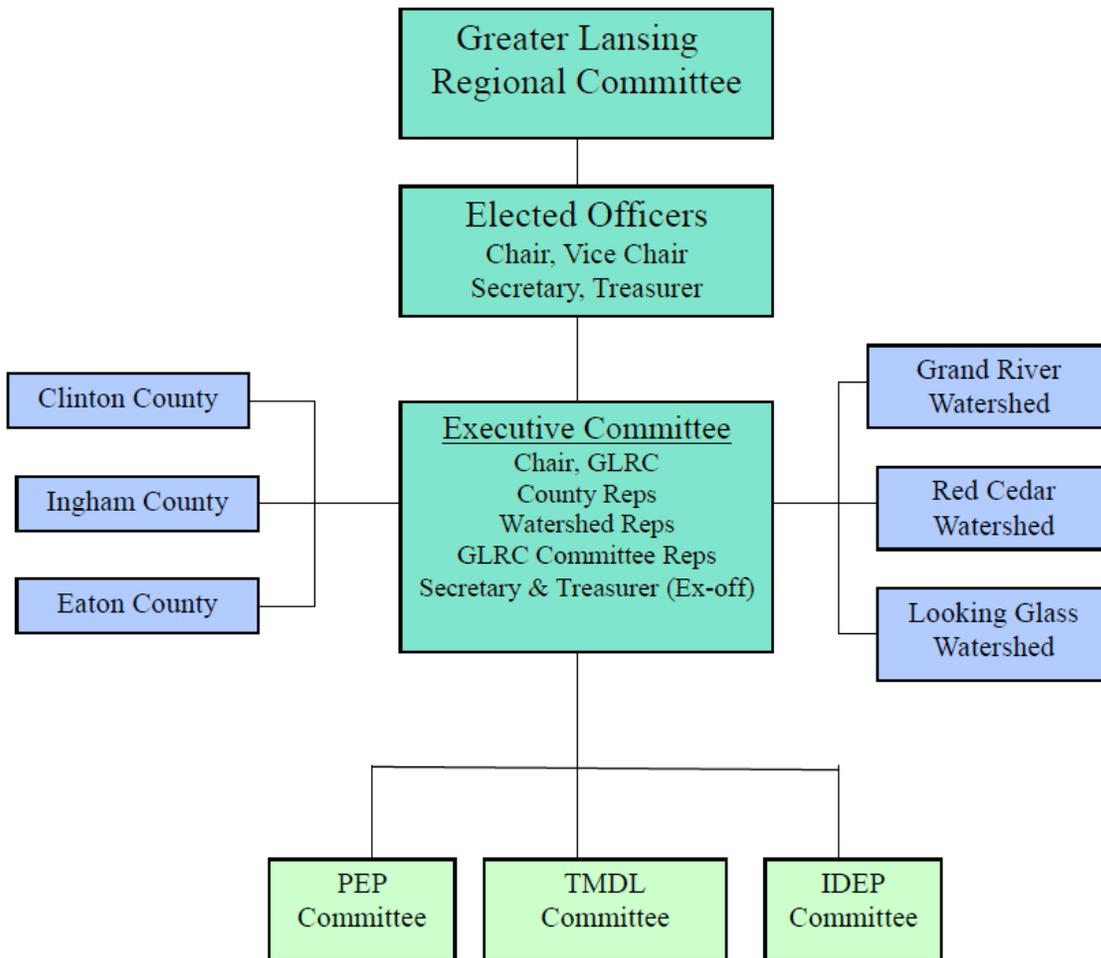
VI. INDEMNIFICATION, INSURANCE AND LEGAL FEES

Each signatory to this agreement, as part of its general liability coverage, shall maintain coverage for any damages, claims, causes of action, or actions of any nature whatsoever arising from this agreement, and does hereby agree to indemnify and save and hold harmless each other signatory, respectively, its officers, employees, and agents from and against any and all such damages, claims, actions and causes of action, including legal fees, based on this agreement, as may arise from any action taken or permitted by each signatory, respectively.

This agreement is not intended to create a legal entity subject to suit. Nothing in this section shall be construed to give any third party any claim to which said third party would not otherwise be entitled, nor shall it abrogate or diminish the defense of governmental immunity, or any other defense, for any claim against any party.

APPENDIX A

STRUCTURE OF THE
GREATER LANSING REGIONAL COMMITTEE
FOR STORMWATER MANAGEMENT



**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR BOARD MEETING
APRIL 17, 2017**

Report #16-46

FOR ACTION

Subject:

Recommendation to approve purchase of 2017 Chevrolet 3500 Express cutaway w/box

Recommendation:

The Superintendent recommends the Board of Education approve the purchase of a 2017 Chevrolet 3500 Express cutaway w/box to Berger Chevrolet per Board Policy 6320 (Purchasing)

Statement of Purpose:

The purpose of this recommendation is to replace a 2000 Ford Van and repurpose the 2006 Chevy Van, currently used for Food Service.

Historical Information:

The State of Michigan Department of Technology, Management and Budget Mi –Deal Purchasing Cooperative saves schools time and money by providing bids compliant with the Revised School Code, allowing schools to buy without bidding independently.

Budget Impact:

The total cost of this recommendation is not to exceed Thirty-Five Thousand Nine Hundred Twelve and 50/100 Dollars (\$35,912.50). This purchase will be funded with an allocation from the general fund. The total cost of this recommendation is within the original budget allocated for this purchase.

Rationale for Recommendation:

Waverly Community Schools recognizes the benefits of replacing its aging fleet of vehicles and buses. Both vehicles identified for replacement/repurposing have been fully depreciated and have no remaining book value. Additionally, both vans are overdue for replacement, having exceeded their expected useful lives. By repurposing the 2006 Chevy van, we will retain the ability to have a spare vehicle for our maintenance staff while improving the vehicle quality and safety of our courier vehicle and food service transport.

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

BID PER ENCLOSED SPECIFICATIONS

Cost per vehicle \$35,912.50

Number of units 1

Total Bid Amount \$35,912.50

Vehicle Description:

Year 2017

Make Chevrolet

Model 3500 Express
cutaway w/box

Vendor:

Berger Chevrolet Inc.

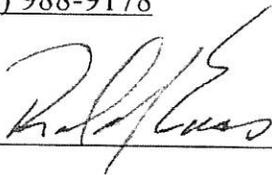
Address 2525 28th Street S.E.

Grand Rapids, MI 49512

Phone (616) 949-5200

Fax (616) 988-9178

Signature



Printed Signature Robert M. Evans

Date 3/20/2017

Bid Prepared For :

Waverly Comm Schools

Price includes title fee and delivery.

Prepared For:
Waverly Comm Schools

Prepared By:
Robert Evans
Berger Chevrolet
2525 28th Street SE
Grand Rapids, MI 49512
Phone: (616) 575-9629
Fax: (616) 988-9178
Email: bevans@bergerchevy.com

2017 Fleet/Non-Retail Chevrolet Express Commercial Cutaway 3500 Van 15 **SELECTED MODEL & OPTIONS**

SELECTED MODEL - 2017 Fleet/Non-Retail CG33803 3500 Van 159"

<u>Code</u>	<u>Description</u>
CG33803	2017 Chevrolet Express Commercial Cutaway 3500 Van 159"

SELECTED VEHICLE COLORS - 2017 Fleet/Non-Retail CG33803 3500 Van 159"

<u>Code</u>	<u>Description</u>
-	Interior: Neutral
-	Exterior 1: Summit White
-	Exterior 2: No color has been selected.

SELECTED OPTIONS - 2017 Fleet/Non-Retail CG33803 3500 Van 159"

<u>Code</u>	<u>Description</u>
ZW9	BODY, STANDARD (STD)
R05	WHEEL CONFIGURATION, REAR, DUAL (STD) (Not available with (C4M) 9900 lbs. (4490 kg) GVWR, (JFF) 10,100 lbs. (4581 kg) GVWR or (JL4) StabiliTrak.)
FE9	EMISSIONS, FEDERAL REQUIREMENTS
L96	ENGINE, VORTEC 6.0L V8 (342 hp [255.0 kW] @ 5400 rpm, 373 lb-ft of torque [503.6 N-m] @ 4400 rpm) (Includes external oil cooler. Reference the Engine/Axle page for availability.)
MYD	TRANSMISSION, 6-SPEED AUTOMATIC, HEAVY-DUTY electronically controlled with overdrive and tow/haul mode and internal transmission oil cooler (STD) (Reference the Engine/Axle page for availability.)
C7N	GVWR, 12,300 LBS. (5579 KG) (Includes (R05) dual rear wheel configuration. Not available with (R04) single rear wheel combination. Reference the Engine/Axle page for availability.)
GT4	REAR AXLE, 3.73 RATIO (Requires (9N2) 10,050 lbs. (4559 kg) GVWR or (C7N) 12,300 lbs. (5579 kg) GVWR or (YF2) Ambulance Package. Reference the Engine/Axle page for availability.)

Report content is based on current data version referenced. Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

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Customer File:

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Prepared For:
Waverly Comm Schools

Prepared By:
Robert Evans
Berger Chevrolet
2525 28th Street SE
Grand Rapids, MI 49512
Phone: (616) 575-9629
Fax: (616) 988-9178
Email: bevans@bergerchevy.com

2017 Fleet/Non-Retail Chevrolet Express Commercial Cutaway 3500 Van 15

SELECTED MODEL & OPTIONS

SELECTED OPTIONS - 2017 Fleet/Non-Retail CG33803 3500 Van 159"

<u>Code</u>	<u>Description</u>
1WT	3500 VAN PREFERRED EQUIPMENT GROUP Includes Standard Equipment
QT4	WHEELS, 6 - 16" X 6.5" (40.6 CM X 16.5 CM) 8-LUG PAINTED STEEL, HEAVY DUTY (STD) (Only available with (R05) dual rear wheel configuration)
XHF	TIRES, FRONT LT225/75R16E ALL-SEASON, BLACKWALL (STD) (Requires (9N2) 10,050 lbs. (4559 kg) GVWR or (C7N) 12,300 lbs. (5579 kg) GVWR and (R05) dual rear wheel configuration. Jack and spare tire equipment bracket are not included.)
YHF	TIRES, REAR LT225/75R16E ALL-SEASON, BLACKWALL (STD) (Requires (9N2) 10,050 lbs. (4559 kg) GVWR or (C7N) 12,300 lbs. (5579 kg) GVWR and (R05) dual rear wheel configuration. Jack and spare tire equipment bracket are not included.)
ZY1	PAINT, SOLID
GAZ	SUMMIT WHITE
93G	MEDIUM PEWTER, CUSTOM CLOTH SEAT TRIM
ZX2	SEATING ARRANGEMENT, DRIVER AND FRONT PASSENGER HIGHBACK BUCKET includes head restraints and vinyl or cloth trim (STD) (Not available with (AJ3) driver-side only frontal air bag.)
C60	AIR CONDITIONING, SINGLE-ZONE MANUAL (Not available with (R6G) air conditioning delete.) (STD)
U0F	AUDIO SYSTEM, AM/FM STEREO WITH MP3 PLAYER seek-and-scan, digital clock, TheftLock, random select, auxiliary jack and 2 front door speakers (STD) (Not available with (YF1) RV Package.)
ZQ3	CONVENIENCE PACKAGE, TILT-WHEEL AND (K34) CRUISE CONTROL (Included with (YF1) RV Package or (ANC) Shuttle Bus Package.)
DT4	SMOKER'S PACKAGE includes ashtray and lighter
G80	DIFFERENTIAL, HEAVY-DUTY LOCKING REAR (Included with (YF2) Ambulance Package.)

Report content is based on current data version referenced. Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

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Prepared For:
Waverly Comm Schools

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Robert Evans
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Phone: (616) 575-9629
Fax: (616) 988-9178
Email: bevans@bergerchevy.com

2017 Fleet/Non-Retail Chevrolet Express Commercial Cutaway 3500 Van 15

SELECTED MODEL & OPTIONS

SELECTED OPTIONS - 2017 Fleet/Non-Retail CG33803 3500 Van 159"

<u>Code</u>	<u>Description</u>
DHC	MIRRORS, OUTSIDE WIDE-STANCE SAIL PANEL MOUNTED (VELVAC). Provides Velvac convex combination RH and LH outside rear view mirrors that are sail panel mounted with arms that provide a wide stance. Mirrors can be utilized with bodies that are up to 96 inch width. Mirrors provide a 63.3 sq. inch flat glass positioned over a 30.1 sq. inch convex glass within a common head. Mirrors are shipped loose in vehicle (Not available with (B3D) School Bus Package.)
AS5	SEATS, FRONT BUCKET WITH CUSTOM CLOTH TRIM, HEAD RESTRAINTS AND INBOARD ARMRESTS (Requires (**G) trim. Not available with SEO (ZP0) driver and passenger seat delete. Includes only driver high-back bucket seat with Custom Cloth trim when ordered with (ZX1) driver-only high-back bucket seating arrangement. Includes (BA3) engine cover console with swing-out bin.)
BA3	CONSOLE, ENGINE COVER with swing-out storage bin (Included with (AS5) Custom Cloth front bucket seats and (YF1) RV Package.)
K34	CRUISE CONTROL (Included and only available with (ZQ3) Convenience Package, (YF2) Ambulance Package, (YF1) RV Package or (UF3) High idle switch.)
8E1	FUEL, ADDITIONAL 3-GALLONS 3 gallons of fuel in addition to normal assembly plant fill (Included with (YF1) RV Package.)

OPTIONS TOTAL

Report content is based on current data version referenced. Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

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Unicell Body Company

Date: 3/16/2017 Status: QUOTE

Quoted By:	Jennifer Nietopski	Rep:	Jim Ott	Area:	Knapheide
------------	--------------------	------	---------	-------	-----------

Ship To: Bob Evans

Berger Chevrolet
2525 28th Street, SE
Grand Rapids, MI 49512
Tel: 616-949-5200 Fax: DISTRIBUTOR

Bill To: Knapheide Truck Equipment

1200 S. Averill Ave.
Flint, MI 48503
Tel: 810-744-0295 Fax: 855-629-4643

CHASSIS	Mfg	Code	Pool	Year	Model	Engine	GVWR	Color	WB
	CHEV	C17-07	Yes	2017	CG33803	GAS	12300	WHITE	159"

BODY	Style	Model	Length		Height		Width	
			Out	In	Overall	In	Out	In
	CLASSICUBE	UCPM7912	12' 5"	11' 11"	119"	78.5"	96"	91"

Std Equipment: Qty: Specifications:

- Model: UCPM7912
- Color: White gelcoat
- Decals: Knapheide decals
- Door, Rear: Whiting Aluminum Clad Roll up rear door
- Floor: 1-1/2" Dense pine, FLAT floor (no wheelboxes)
- Light: LED interior ceiling light with rear timer switch
- Light Option: LED round clearance and oval S/T taillights, incandescent Reverse
- Lining: 3/8" full height plywood walls
- Mud Flaps: Rear mud flaps
- Rub Rail: Anodized aluminum lower protective rub rail
- Skylight: 36" x full body length
- Understructure: 2" crossmembers on 16" centers

Optional Equipment:

- Bulkhead: Sliding bulkhead door
- Cargo control: 10 "D" rings on each side wall (36"OC) - 5 ea side
- Liftgate: Tommy Gate 89-30 TP36 Rail style 3000# 89x37+12 steel platform
- Mirrors, cab: Installation only of factory mirrors

Target completion approx 6 weeks from receipt of signature & upfit request

TERMS K NAPHEIDE - Net 30 Days

Valid for 30 Days.

Customer Approval Signature _____

Evan Nuffer

From: Kyle Scriptor
Sent: Tuesday, March 28, 2017 7:52 AM
To: Evan Nuffer
Subject: Fw: Cutaway

Here is the break down for the truck. It does add up to the \$35,912.50.

Thanks,

Kyle Scriptor
Supervisor of Maintenance and Operations
Waverly Community School

From: Bob Evans <bevans@bergerchevy.com>
Sent: Monday, March 27, 2017 6:58 PM
To: Kyle Scriptor
Subject: Cutaway

Kyle I received a voice mail from Evan that he needs the price break down on the truck. He didn't leave his email, so I thought I would send it to you. Could you please forward it on to Evan.

Base price \$ 20,377.00
Body \$ 13,143.50
Engine \$ 935.00
12,300 GVW \$ 330.00
Conv. Package \$ 367.00
Smokers package \$ 32.00
Locking differential \$ 306.00
Side mirrors \$ 236.00
Cloth seats \$ 65.00
Delivery \$ 106.00
Title fee \$ 15.00

Thanks

Bob Evans

Fleet & Commercial Sales Manager
Direct (616) 575-9629

Berger Chevrolet
2525 28th St. S.E.

Grand Rapids, MI 49512



BUSINESS
ELITE



Vehicle Type	Vehicle Size	Spec. No.	Make	Model	Eng. Cyl.	Dealer Awarded	MIDCAL Price (Est.)		WE	Total GVWR	Front GVWR	Rear GVWR	Trans. Make	Trans. Model	Model Year	Engine Make	Engine Model	Eng. Cyl.	Eng. Torque	Net/Gross N.P.	MPG (Comb)	Point of Assembly
Cut-Aways and Van Bodies	Cut-Away Van and Body, Dual Rear Wheel, 10,000 lbs. min. GVWR	3958-0101	Chevrolet	G33803	8	Berger	\$20,377.00	\$1.75	159	10,000	4,100	7,500			2017	GM	Duramax V8	6.6	765	197	N/A	Flint
Cut-Aways and Van Bodies	Cut-Away Van and Body, Dual Rear Wheel, 10,000 lbs. min. GVWR	3958-0101	Ford	E350 (E-85 Capable)	8	Gorno	\$20,799.00	\$2.00	138	11,500	3,900	7,800	Ford	auto	2017			2.4		182	23	Ingersoll, CN
Cut-Aways and Van Bodies	Cut-Away Van and Body, Dual Rear Wheel, 10,000 lbs. min. GVWR	3958-0101	GMC	G33803	8	Todd Wenzel	\$21,050.00	\$2.00	159	10,000	4,100	7,500	GM	6-Spd Automatic	2017			3.0		264	14	Ingersoll, CN