



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

**Waverly Community Schools**

**Regular Meeting**

**Monday, March 18, 2019 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 March 18, 2019, 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 Mary Ann Martin
- II. Special Presentations
  - A. Elmwood Elementary Instructional Report - Tim Lyman, Principal
- III. Correspondence
- IV. Public Comment - Agenda Items Only
- V. Student Representative Report - Marcus Love
- VI. Board Member Comment
- VII. Adoption of Agenda
- VIII. \*\*\*Approval of Minutes 4
- IX. Presentation of Reports
  - A. Advisory Committee Reports
    - 1. Personnel & Policy
    - 2. Finance & Facilities
    - 3. Teaching & Learning
    - 4. Sinking Fund
  - B. Personnel & Policy
    - 1. \*\*\*Recommendation to approve Report #18-53, Personnel Recommendations 8
  - C. Finance & Facilities
    - 1. \*\*\*Recommendation to approve - Report #18-54 , Finance Report 9
    - 2. Recommendation to approve - Report #18-55, Sinking Fund Award for 2019 Summer Projects 16
  - D. Teaching & Learning
    - 1. Recommendation to approve - Report #18-56 - Proposal for Extended/Overnight Trip 19

E. Other

1. Recommendation to approve - Report #18-57 - 2019-2020 Schools of Choice Recommendation 30

X. Superintendent's Report

XI. Public Comment - Open Comment for District related items

XII. Other Board Business

XIII. Adjournment

XIV. \*\*\* Denotes Consent Agenda

# Minutes of Regular Meeting of the Waverly Community Schools Board of Education

---

## *Opening of Meeting*

The Regular Meeting of the Waverly Community Schools Board of Education was held Monday, February 25, 2019, in the Board Room of the Waverly Administrative Center, 515 Snow Road, Lansing, MI. The meeting was called to order by Board President, Mary Ann Martin and the pledge to the flag was led by Chris Huff, WHS Principal.

Members Present: Mrs. Mary Ann Martin, President  
Ms. Rhonda Sosnowski, Treasurer  
Mrs. Alicia Guevara Warren, Trustee  
Mr. Chris Beasley, Trustee

Members Absent: Mrs. Holly Nester, Vice President  
Mrs. Melissa Sherry, Vice Secretary-Treasurer  
Mrs. Amy Krause, Secretary

Staff Present: Mrs. Kelly Blake, Superintendent  
Mrs. Tiffany Wright, Director of Spec. Services  
Mr. Evan Nuffer, Finance Director  
Mrs. Susan Friend  
Patty Roost  
Helene McNeilly  
Molly Francis  
Shawn Talifarro  
Chris Huff  
Terry Collett-Such  
Vickie Tisdale  
Mike Moreno  
Todd Simon  
DaVasha Lobbins

Others Present: Mrs. Angela Pruitt

*Special Presentation:* None

## *Correspondence:*

Mailing to all board members from LCC.

## *Public Comment - Agenda Items Only*

None

***Board Member Comment:***

Member Nester – Absent

Member Sosnowski – Mentioned that Colt is in need of volunteers for their book fair. It starts the 4<sup>th</sup> of March thru the 7<sup>th</sup>. They have a link to Sign-up Genius on their Facebook page for anyone that wants to help.

Member Sherry – Absent

Member Beasley – Just wanted to remind people that the WHS play – The Little Mermaid is in March. Please come out and support the students.

Member Krause – Absent

Member Martin – Spent the weekend @ basketball tournaments for her grandchildren. They played 5 games in 2 days (5<sup>th</sup> grade - Potterville Schools)

Member Guevara Warren – Congratulations to the youth basketball players. 4<sup>th</sup> grade came in 1<sup>st</sup> place, 5<sup>th</sup> grade came in 2<sup>nd</sup> place and 6<sup>th</sup> grade came in 2<sup>nd</sup> place.

***Adoption of Agenda***

A motion was presented by Member Sosnowski and supported by Member Beasley. Motion: The Board of Education approve the agenda as written.

Motion passed. VOTE AYES – 4; NAYS – 0; ABSENT – 3

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

The minutes of the regular rescheduled meeting of February 11, 2019 were approved as presented.

***Presentation of Reports***

***Student Rep. Report*** – Marcus Love – Absent

***\*\*\*Personnel Report #18-46 – For Action***

The Board of Education approved the employment of (Certified) Lance Beasley (High School Science Teacher); and Brigette Laier (Winans 1<sup>st</sup> Grade Teacher); (Non-Certified) Christina Goedert – Food Service - WHS; Shakira Jackson – Food Service - Elmwood; and Valerie Ostrowski – Food Service – East; and Rose Martin – Food Service – Elmwood.

***Policy Second Reading – Report #18-47***

A motion was presented by Member Beasley and supported by Member Guevara Warren to approve the Policy – Second Reading as proposed.

Discussion: Superintendent Blake went over the general changes that have been suggested by NEOLA, most of which are just revisions about records procurement that has to do with OCR guidelines. And No Child Left Behind was replaced.

President Martin went through and mentioned a few of the changes that would also effect board members so that the new members would have a heads up about them.

Motion passed. VOTE AYES – 4; NAYS – 0; ABSENT – 3

***\*\*\*Finance Report - #18-48 – For Action***

The Board of Education approved the Finance Report as presented.

***\*\*\*Disposition of Surplus Property - Report #18-49 – For Action***

The Board of Education approved Report #18-49 as presented.

***Resolution to create Public Improvement Fund – Report #18-50***

Motion was made by Member Sosnowski and supported by Member Beasley.  
The Board of Education approved the Resolution.

Motion passed VOTE AYES – 4; NAYS – 0; ABSENT – 3

***Budget Amendment Resolution – Report #18-51***

Motion was made by Member Beasley and supported by Member Sosnowski to approve the Budget Amendment Resolution.

Motion passed VOTE AYES – 4; NAYS – 0; ABSENT – 3

***WHS Program of Studies – Report #18-52***

Motion was made by Member Sosnowski and supported by Member Beasley to approve the WHS Program of Studies.

Motion passed VOTE AYES – 4; NAYS – 0; ABSENT – 3

***Superintendent’s Report***

Superintendent Blake acknowledged that Todd Simon was here tonight and he would be going to the Delta Rotary tomorrow to receive a check from them for ½ of the funds needed for students to go to Chicago to see “Hamilton”. The WEF gave them the other ½ of the funds. Waverly Food Service will be providing the food for the trip.

Speaking for Dr. Lara Slee – Director of Teaching and Learning, Superintendent Blake mentioned that the District will have a Sex Education Advisory Board. It will include 40

participants and 3 meetings this spring. There will be 2 co-chairs, ½ of the group will be parents with students currently in the district, with a majority of those NOT employed by the district. It will also include a Clergy Member. Dr. Slee is working on a Grant for this project.

Superintendent Blake also mentioned the Prom and that Teri Collette Such and DaVasha Lobbins were in attendance to talk about the donation and fitting of gowns. This will happen on March 27<sup>th</sup> from 5:00 – 7:00 PM @ the WHS in the Quad. Shoes and accessories are also being collected. They are also reaching out to businesses in the area for donations, including a restaurant for possibly a few dinners. There will be refreshments at the fitting.

The Winans, Elmwood, MSU Children's Choir concert date has been moved to March 19<sup>th</sup> at East Intermediate because of all of the snow days and needing more practice time. The actual time of the event is TBD.

No March 11<sup>th</sup> Professional Development meeting for the Board of Education. Because of Snow Days and everything else that is happening right now, we would like to postpone this meeting for another date, TBD.

***Public Comment – Open Comment for District related items –***  
Mrs. Angela Pruitt address the board.

***Other Board Business***

Meeting was adjourned at 7:12 PM

Respectfully Submitted,



Amy Krause, Secretary  
par

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
REGULAR MEETING  
March 18, 2019  
Report #18-53**

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

**A.        Employment – Non-Certified**

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Effective</u>
Diamond Love	Food Service Helper East	\$10.40/hr	02/26/2019
Mark Wesley	Class C On-Call Custodian	\$13.25/hr	03/04/2019

**B.        Resignation – Certified**

<u>Name</u>	<u>From Position</u>	<u>Reason</u>	<u>Effective</u>
Jessica Pingle	Kindergarten Teacher	Personal	03/31/2019

**C.        Resignation – Non-Certified**

<u>Name</u>	<u>From Position</u>	<u>Reason</u>	<u>Effective</u>
Faith Walsh	Food Service Helper East	Personal	02/15/2019

**D.        Termination – Non-Certified**

<u>Name</u>	<u>From Position</u>	<u>Effective</u>
Shakira Jackson	Food Service Helper Elmwood	03/9/2019

**E.        Retirement – Certified**

<u>Name</u>	<u>From Position</u>	<u>Reason</u>	<u>Effective</u>
Virginia Larson	4 <sup>th</sup> Grade Winans Teacher	Personal	06/07/2019

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
REGULAR BOARD MEETING  
MARCH 18, 2019  
Report #18-54**

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

**Subject:**

Finance Report

**Recommendation:**

It is recommended the following be approved:

**Financial Report:**

The cash balance as of January 31, 2019 was \$4,557,018.66. Receipts during February, consisting of state aid, property taxes, and other revenues in the amount of \$4,219,030.81 minus disbursements during February of \$3,061,726.57, left the district with a General Fund cash balance, as of February 28, 2019, of \$5,714,322.90, including \$1,500,000.00 from the issuance of a State Aid Note.

2018-19 General Fund expenditures/transfers-out exceed revenues/transfers-in by \$463,895. A summary of year to date activity in comparison to the original budget is included in the supporting documentation.

2018-19 Sinking Fund revenues exceed expenditures by \$322,263. A summary of year to date activity in comparison to the original budget is included in the supporting documentation.

2018-19 Capital Improvement Fund expenditures/transfers-out exceed revenues/transfers-in by \$792,613. A summary of year to date activity in comparison to the budget is included in the supporting documentation.

The balance of the 2016 Building and Site, Series II Bonds remaining to be allocated, including \$15,187 of accrued interest, is \$184,648. A summary of life to date activity is included in the supporting documentation

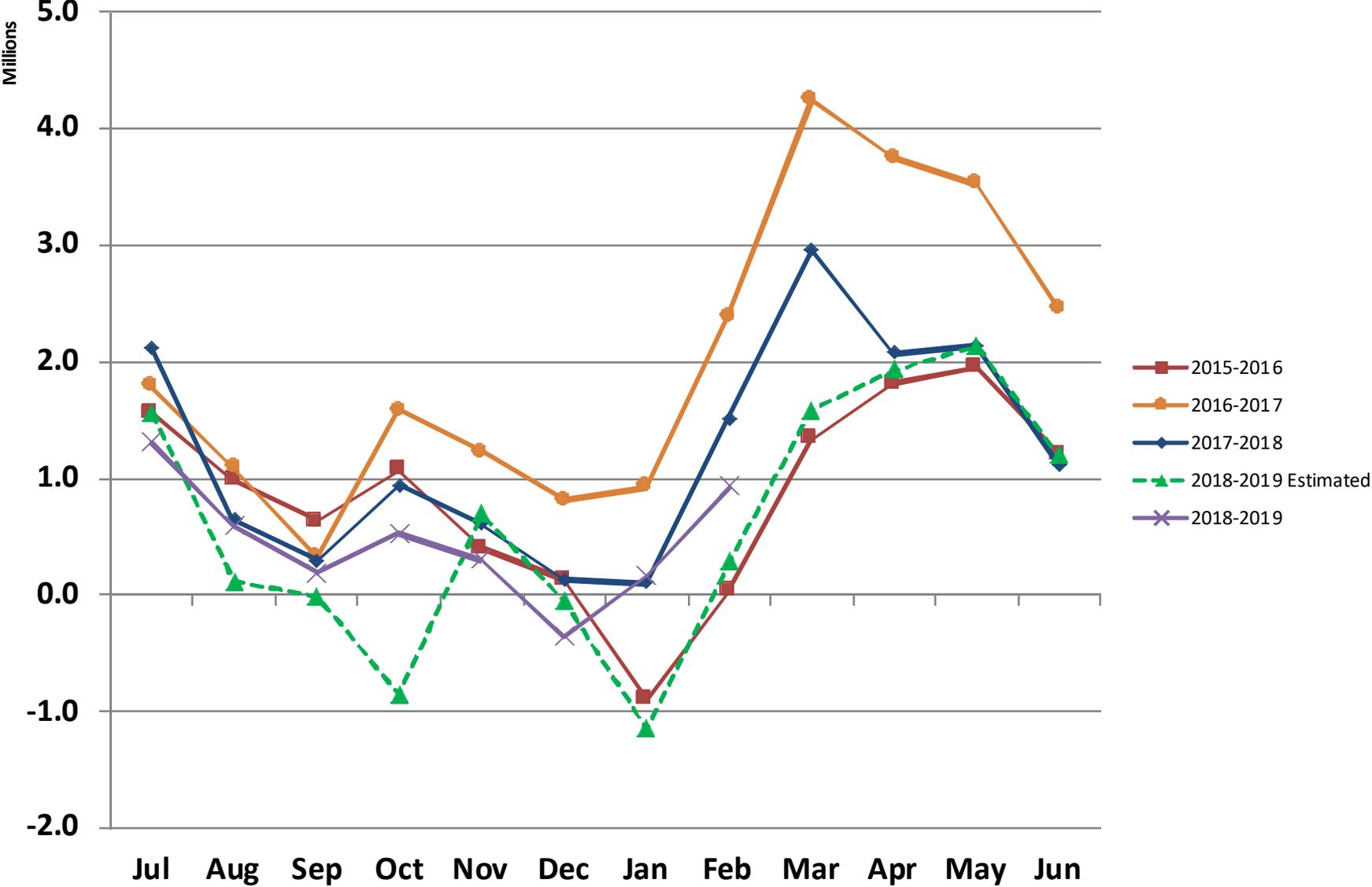
# Waverly Community Schools

## Finance Committee - Cash Position Report

For the Month Ended February 28, 2019

Balance on Hand January 31, 2019	4,557,018.66
Revenues	
State Aid	2,520,713.22
Taxes	1,544,718.41
Other Revenue	153,599.18
Interfund Transfers In	-
State Aid Note Proceeds	-
	<u>4,219,030.81</u>
Disbursements	
Payroll and Related Liabilities	(2,543,609.03)
Other Expenditures	(518,117.54)
State Aid Repayment	-
	<u>(3,061,726.57)</u>
Prior Month Adjustments During February 2019	-
Balance on Hand February 28, 2019	<u><u>5,714,322.90</u></u>
PNC Bank - General	4,602,522.69
MILAF	7,646.46
PNC Bank - Payroll	1,067,891.39
Comerica - Checking	36,262.36
	<u><u>5,714,322.90</u></u>
Difference	-

# Waverly Community Schools Cash Flow Analysis (Monthly Lows)



**Waverly Community Schools**  
**General Fund - Budgetary Comparison Schedule**  
**For the Month Ended February 28, 2019**

	Revised Budget	Actual	Over (Under) Budget	% Available
<b>Revenue</b>				
Local sources	9,431,247	7,013,146	(2,418,101)	25.6%
State sources	22,433,338	10,379,831	(12,053,508)	53.7%
Federal sources	805,282	144,416	(660,866)	82.1%
Intergovernmental	2,915,892	1,326,431	(1,589,461)	54.5%
Transfers In	80,000	-	(80,000)	100.0%
<b>Total revenue</b>	<b>35,665,759</b>	<b>18,863,824</b>	<b>(16,801,935)</b>	<b>47.1%</b>
<b>Expenditures</b>				
Current:				
Instruction:				
Basic program	15,211,177	7,790,634	(7,420,542)	48.8%
Added needs	4,689,947	2,497,677	(2,192,269)	46.7%
<b>Total instruction</b>	<b>19,901,123</b>	<b>10,288,311</b>	<b>(9,612,812)</b>	<b>48.3%</b>
Support Services:				
Pupil	3,022,274	1,574,806	(1,447,468)	47.9%
Instructional staff	1,471,845	883,384	(588,461)	40.0%
General administration	438,282	304,834	(133,448)	30.4%
School administration	2,377,072	1,508,083	(868,989)	36.6%
Business	539,193	307,493	(231,700)	43.0%
Operations and maintenance	3,465,187	2,330,016	(1,135,171)	32.8%
Pupil transportation services	1,033,311	584,165	(449,146)	43.5%
Central	621,971	387,074	(234,897)	37.8%
Other	87,208	73,164	(14,044)	16.1%
<b>Total support services</b>	<b>13,056,343</b>	<b>7,953,020</b>	<b>(5,103,323)</b>	<b>39.1%</b>
Athletics	591,997	345,451	(246,546)	41.6%
Community services	42,969	25,757	(17,212)	40.1%
Non Publics	19,400	4,349	(15,051)	77.6%
Facility Acquisition	-	-	-	0.0%
Debt service:				
Principal	130,000	65,000	(65,000)	50.0%
Interest	11,650	6,150	(5,500)	47.2%
Capital outlay	378,242	192,050	(186,192)	49.2%
Payments to other public schools	1,278,274	447,632	(830,642)	65.0%
<b>Total expenditures</b>	<b>35,409,998</b>	<b>19,327,719</b>	<b>(16,082,279)</b>	<b>45.4%</b>
Excess of Revenue (Under)Over Expenditures	255,761	(463,895)	(719,656)	
Transfers Out	350,000	-	(350,000)	100.0%
Change in Fund Balance	(94,239)	(463,895)	(369,656)	
Favorable Expenditure Variance (1.5%)	531,150			
Projected Change in Fund Balance	436,911			
Fund Balance - Beginning of year	4,034,306			
Fund Balance - End of year	4,471,217			
	12.6%			

**Waverly Community Schools**  
**Sinking Fund - Budgetary Comparison Schedule**  
**For the Month Ended February 28, 2019**

	Revised Budget	Actual	Over (Under) Budget	% Available
<b>Revenue</b>				
Local sources	817,625	635,088	(182,537)	22.3%
State sources	-	-	-	0.0%
Federal sources	-	-	-	0.0%
Intergovernmental	-	-	-	0.0%
Transfers In	-	-	-	0.0%
<b>Total revenue</b>	<b>817,625</b>	<b>635,088</b>	<b>(182,537)</b>	<b>22.3%</b>
<b>Expenditures</b>				
Current:				
Support Services - Business	-	4	4	0.0%
Support Services - Central	-	-	-	0.0%
Facilities Acquisition, Construction and Improvements:				
Site Acquisition Services	-	-	-	0.0%
Site Improvement Services	77,650	70,722	(6,928)	8.9%
Architecture and Engineering Services	64,636	22,834	(41,802)	64.7%
Building Acquisition and Construction Services	-	-	-	0.0%
Building Improvement Services	218,335	219,265	930	-0.4%
Other Acquisition and Construction Services	-	-	-	0.0%
<b>Total expenditures</b>	<b>360,621</b>	<b>312,824</b>	<b>(47,797)</b>	<b>13.3%</b>
<b>Excess of Revenue (Under)Over Expenditures</b>	457,004	322,263	(134,741)	
Transfers Out	-	-	-	
<b>Net Change in Fund Balance</b>	457,004	322,263	(134,741)	
<b>Fund Balance - Beginning of year</b>	743,402	743,402		
<b>Fund Balance - End of year</b>	1,200,406	1,065,665		

**Waverly Community Schools**  
**Capital Improvement Fund - Budgetary Comparison Schedule**  
**For the Month Ended February 28, 2019**

	Revised Budget	Actual	Over (Under) Budget	% Available
<b>Revenue</b>				
Local sources	-	5,150	5,150	0.0%
State sources	-	-	-	0.0%
Federal sources	-	-	-	0.0%
Intergovernmental	-	-	-	0.0%
Transfers In	350,000	-	(350,000)	100.0%
<b>Total revenue</b>	<b>350,000</b>	<b>5,150</b>	<b>(344,850)</b>	<b>98.5%</b>
<b>Expenditures</b>				
Current:				
Support Services - Business	-	-	-	0.0%
Support Services - Operations and Maintenance	42,985	42,985	-	0.0%
Support Services - Transportation	177,588	-	(177,588)	100.0%
Support Services - Central	-	-	-	0.0%
Facilities Acquisition, Construction and Improvements:				
Site Acquisition Services	-	-	-	0.0%
Site Improvement Services	680,608	584,280	(96,328)	14.2%
Architecture and Engineering Services	14,200	4,898	(9,302)	65.5%
Building Acquisition and Construction Services	-	-	-	0.0%
Building Improvement Services	165,241	160,450	(4,791)	2.9%
Other Acquisition and Construction Services	-	-	-	0.0%
<b>Total expenditures</b>	<b>1,080,622</b>	<b>792,613</b>	<b>(288,009)</b>	<b>26.7%</b>
<b>Excess of Revenue (Under)Over Expenditures</b>	<b>(730,622)</b>	<b>(787,463)</b>	<b>(56,841)</b>	
Transfers Out	-	-	-	
<b>Net Change in Fund Balance</b>	<b>(730,622)</b>	<b>(787,463)</b>	<b>(56,841)</b>	
<b>Fund Balance - Beginning of year</b>	<b>1,223,703</b>	<b>1,223,703</b>		
<b>Fund Balance - End of year</b>	<b>493,081</b>	<b>436,240</b>		

**Waverly Community Schools**  
**2016 Building and Site Bonds, Series II**  
**Budget Summary**  
**As of February 28, 2019**

	Budget	Actual	Encumbered	Balance Remaining
<b>Construction</b>				
Remodeling	928,411	946,155	0	(17,745)
Site Improvements	228,638	228,638	(0)	0
Technology Infrastructure	-	-	-	-
<b>Construction Base Budget Subtotal</b>	<b>1,157,049</b>	<b>1,174,793</b>	<b>0</b>	<b>(17,745)</b>
<b>Technology Equipment - Contract</b>				
Interactive Classroom	-	-	-	-
Network Equipment	-	-	-	-
Wireless Network	-	-	-	-
Phone System	-	-	-	-
AV Systems	122,000	58,022	0	63,978
Video Distribution/Video Production	-	-	-	-
<b>Tech Equipment Contract Subtotal</b>	<b>122,000</b>	<b>58,022</b>	<b>0</b>	<b>63,978</b>
<b>Technology Equipment - Owner PO</b>				
Computers/Mobile Devices	1,162,653	1,070,136	-	92,517
Servers/Backend Systems	35,000	(14,342)	-	49,342
Printers	-	-	-	-
AV Equipment	53,350	82,602	-	(29,252)
Non-Instructional Equipment (from FFE)	-	-	-	-
<b>Tech Equipment Owner PO Subtotal</b>	<b>1,251,003</b>	<b>1,138,395</b>	<b>-</b>	<b>112,608</b>
<b>District</b>				
Loose Equipment (Furniture & Transportation)	781,396	781,670	(0)	(274)
Project Contingency	-	-	-	-
Owner GC/Contingency/Issuance Costs	30,903	30,903	-	-
Field General Conditions	-	18,992	-	(18,992)
Architect	40,625	10,739	-	29,886
Tech Design/Construction Mgr	117,024	117,024	-	(0)
<b>District Subtotal</b>	<b>969,948</b>	<b>959,328</b>	<b>(0)</b>	<b>10,620</b>
<b>Totals</b>	<b>3,500,000</b>	<b>3,330,539</b>	<b>0</b>	<b>169,461</b>

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
REGULAR BOARD MEETING  
MARCH 18, 2019**

**Report #18-55**

**FOR ACTION**

**Subject:**

Sinking Fund 2019 Summer Projects Award Recommendations

**Recommendation:**

The Superintendent recommends the Board of Education approve awards to the lowest responsible bidder(s) from the 2019 Sinking Fund Summer Projects bid package, as per the attached summary, in accordance with Board Policy 6320 (Purchasing).

**Statement of Purpose:**

The purpose of the 2019 Sinking Fund Summer Projects bid package was to receive competitive pricing for toilet room renovations at the High School, Middle School and East Intermediate. Also included in the bid package was the creation of a lab space at the Middle School for Robotics and other STEM initiatives. Lastly the bid package included a replacement of the chalk boards at the high school with whiteboards and a sanding and refinishing of the High School competition gymnasium.

**Background Information:**

On March 8, 2016 a special election was held for the purpose of proposing a ballot question to authorize Waverly Community Schools to levy not to exceed 1 mill for a period of 10 years to create a sinking fund for construction or repair of school buildings and all other purposes authorized by law. The ballot proposal having received sufficient votes was approved.

On Friday, February 8, 2019 the 2019 Sinking Fund Summer Projects bid package was released with responses due on Thursday, February 28, 2019. A summary of the bid responses is attached for reference. A satisfactory post bid interview was conducted with the apparent low bidder(s) to ensure compliance with bid specifications.

**Budget Impact:**

The total cost of this recommendation is Seven Hundred Sixteen Thousand Four Hundred Seventy-Nine and 00/100 Dollars (\$716,479.00), including contingency and general conditions but does not include any of the bid alternatives. The bid alternatives are not recommended for approval. The award is lower than the pre-bid construction cost estimate of \$779,355. The contracts will be funded entirely by the proceeds from the levy of the Sinking Fund.

**Discussion of Options:**

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

- 1) Accept all bid recommendations, as presented
- 2) Accept or reject each bid individually with a separate motion for each bid category
- 3) Reject all the bids, and reissue a new Invitation to Bid
- 4) Table the recommendation for further discussion

March 11, 2019

Mr. Evan Nuffer  
Director  
Waverly Community Schools  
515 Snow Rd.  
Lansing, Michigan 48917

RE: 2019 Sinking Fund Projects bid

Dear Mr. Nuffer,

Bid documents were issued for the 2019 Sinking Fund Projects which includes toilet room renovation, creating the Middle School DART Lab, and markerboard installation at the High School. In addition to contacting known interested bidders, bids were advertised on the state bid website, in the local newspaper, and with local construction associations. Bids were received and publicly opened on February 28, 2019.

**Bid Evaluation Summary and Recommendations**

The attached bid tabulation indicates the bid pricing received. After a review of the bid proposals received, the project team conducted post-bid interviews with low bidders to verify the proposals were inclusive of the scope of work and schedule.

Based upon the evaluation of the project team we present the following companies for consideration by the administration and Board of Education.

<b>Bid Category</b>	<b>Bidder</b>	<b>Base Bid</b>
<i>Electrical</i>	Superior Electric	\$123,000
<i>General Trades</i>	R L White Construction	\$204,300
<i>Gym Wood Flooring</i>	Floor Care Concepts	\$29,586
<i>Painting</i>	R G Painting LLC	\$53,300
<i>Plumbing &amp; Mechanical</i>	Dickerson Mechanical	\$197,000
	<b>Base Bid Total:</b>	<b>\$607,186</b>
	<b>Contingency at 10%</b>	<b>\$60,719</b>
	<b>General Conditions at 8%</b>	<b>\$48,575</b>
	<b>Grand Total:</b>	<b>\$716,479</b>

Upon approval by the Board of Education, Barton Malow will issue contracts to the approved bidders. If you have any questions, please call me at (586) 524-1396.

Sincerely,



Eric Sifferman  
Project Manager

**WAVERLY COMMUNITY SCHOOLS  
2019 SINKING FUND PROJECTS  
BID RESULT SUMMARY**

<b>Bid Category</b>	<b>Bidder</b>	<b>Base Bid</b>	<b>Alternate 1</b>	<b>Alternate 2</b>	<b>Alternate 3</b>	<b>COMMENTS</b>
<b>Electrical</b>	Amcomm Telecommunications Inc.	\$69,880	\$3,940			<b>Bid Withdrawn</b>
	Superior Electric	\$123,000	\$2,300		-\$2,000	
	Swanson Electric, Inc.	\$129,532	\$2,759			
<b>General Trades</b>	R L White Construction	\$204,300	\$13,443		\$21,344	<b>Alternate 3 Price Withdrawn</b>
	Central Michigan Building Services	\$224,655	\$10,250		-\$39,345	
	Moore Trospen Construction Company	\$228,000	\$5,300		\$6,000	
	Trumble Group	\$274,629	\$8,000			
<b>Gym Wood Flooring</b>	Foster Specialty Floors	\$29,550				<b>Missing Bid Attachments</b>  <b>Voluntary Alternates Submitted</b>
	Floor Care Concepts	\$29,586				
	Star Flooring Corporation	\$33,000				
<b>Painting</b>	Bijl Painting & Finishing	\$16,563				<b>Non Responsive</b>
	R G Painting LLC	\$53,300				
	Niles Construction Services	\$58,463			-\$800	
	R&L Painting, LLC	\$74,845				
<b>Plumbing &amp; Mechanical</b>	Dickerson Mechanical	\$197,000	\$47,000		-\$18,600	
	Gunthrope Plumbing & Heating, Inc.	\$209,000	\$28,550	\$500		
	Shaw-Winkler, Inc.	\$219,000	\$29,500	-\$144		
	Ecker Mechanical	\$220,000	\$37,100		-\$12,000	
<b>Base Bid Total:</b>		<b>\$607,186</b>				
<b>Contingency at 10%</b>		<b>\$60,719</b>				
<b>General Conditions at 8%</b>		<b>\$48,575</b>				
<b>Grand Total:</b>		<b>\$716,479</b>				

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
REGULAR BOARD MEETING  
March 18, 2019**

**Report #18-56**

**FOR ACTION**

**Subject: Extended/Overnight Field Trip**

**Recommendation:** The Superintendent recommends the Board of Education approve an extended field trip by plane to Gallaudet University in Washington DC. This trip will take place on April 26, 2019 and return on April 30, 2019. Gallaudet is the only university in the world for deaf students. Students will be exposed to ASL and Deaf Culture in an authentic way by staying on campus, touring the school, sitting in on a class & interacting with deaf individuals on campus. This trip will include 9 to 10 students at an estimated cost of \$550 - \$600. Fundraising and parent/guardians will contribute toward the total cost. At this time there are no additional chaperones.

**Background Information:** The staff member in charge will be Stacey Jenkinson - ASL Instructor, who is new to the district but worked as a teacher at the Michigan School for the Deaf and has led trips for over 12 years to Mackinac Island, Chicago and Washington DC. She is planning to ask other buildings teacher who may be interested.

PROPOSAL FOR OVERNIGHT/EXTENDED STUDENT TRIPS

Type of Trip Educational  
 Proposed Departure Date April 26, 2019 Return Date April 30, 2019  
 Proposer Stacey Jenkins Position ASL instructor  
 Date by which response is needed as soon as possible Feb. 15th Proposal Date April 26-30, 2019

A. Purpose

1. What is the major place to be visited or event to be attended?

Gallaudet University

2. How is the trip related to the educational program of the District?

Gallaudet is the only university in the world for deaf students.

3. In what ways will the students benefit?

Students will be exposed to ASL & Deaf culture in an authentic way by staying on campus, touring the school, sitting in one class & interacting with deaf individuals on campus.

4. In what ways will the District benefit?  
 offering trips that enrich classroom learning is a benefit to the district & students

5. How will the trip be evaluated to determine the extent to which these benefits were realized?  
 Students will write a reflective piece after the experience

B. Students and Staff

1. Which students, (grade, class, or organization), will be going?

ASL II classes

Principal: Cheryl

Supt:

B. Students and Staff (cont'd)

2. How many students in total?

9-10

3. How many students are currently experiencing academic problems?

0

4. Which staff member will be in charge?

Stacey Jenkinson - ASL instructor

5. What previous experience has the staff member had in conducting overnight or extended field trips?

As a teacher at the Michigan School for the Deaf I have coordinated, fundraised & led trips for over 12 years to Mackinac Island, Chicago

What other staff members will be going?

I am a new teacher I & Washington DC

7. How many chaperones, in addition to staff members, will be going? ~~and~~ ~~major~~ ~~interest~~

No additional chaperones at this time.

8. What are their names and affiliations with the students?

N/A

9. How many school days will be missed?

2 days

10. How will teachers be advised in advance that the students will be out of school?

email & students will discuss with

teachers

C. School Work

1. How will missed work be made up?

students will be responsible to

ask for, complete & submit work

missed. There will be time to DC & back to Lansing to complete work.

What special assistance will be provided students with academic problems?

I will check with teachers to

ensure the students have the work

that needs to be completed

D. Itinerary

1. What is the destination?

Washington DC

2. What will be the mode of transportation? What liability insurance does the carrier have?

flights

3. Where will the group be housed and fed?

Kellogg Conference Center - Gallaudet

breakfasts purchased on campus

& meals out

D. Itinerary (cont'd)

4. What enroute or supplementary activities are planned?

see attached schedule

5. What arrangements have been made for dealing with emergency situations?

I plan to ask for a copy of all insurance cards

6. If four guides are involved, what liability insurance do they carry?

Ø

& a release to treat  
~~form~~. I will also  
 have parent contact  
 information on hand

E. Finances

1. What is the estimated total cost and cost per student?

\$550 - 600

2. What is the source of funds?

fundraising & parents/guardians  
 contribute toward the total cost.

3. How will the funds be collected and safeguarded?

Stacey will handle all money & an  
 account will be set up with  
 the office

4. How will any shortfall be made up or excess funds used?

excess funds will be refunded if  
 parent/guardian paid

5. What provision has been made for students who are financially unable to pay any necessary costs?

fundraising opportunities

## **Fundraising Ideas**

-Candy & Chips Sale

Feb 13th

Feb 20th

Feb 27th

Earned \$100

Kick Ball Tournament Games

February 20th & 22nd

February 27th & March 1st

March 6th & 8th

Earned \$100

-Sponsors (community businesses)

Chick-fill-a

-Face paint (at games)

Need game dates

-T-Shirt/Sweatshirt sale

Design Scott

AD-logo

-Pop can drive

Week of March 11th

-Popcorn (Wednesdays/Fridays)

-Change Drive

Vote for a teacher to wear a silly costume

Identify teachers week of February 11th

Competition Start Weeks of March 11th-March 22nd

Wear silly outfits March 25th

-Raffel 50/50  
Check with AD

-Bracelets

-Movie Night

-Pie throwing

-Pencils

-Valentine's day roses

-world's greatest chocolate

**Washington DC  
April 26-30, 2019  
Budget**

Flights \$175  
Detroit to Washington DC

Hotel \$178/night 4 rooms \$710/room \$240/person  
Kellogg Center Conference Center at Gallaudet

Breakfast  
\$100 Day 1  
\$10 x 4 \$40/person

Lunch  
\$8/person x 5 \$40/person

Dinner  
\$10 x 5 \$50/person

Subway  
\$50/person

Ford's Theater \$3/person

Holocaust no fee

ASL II  
9 students total

Approximately \$550-600/ student

**Washington DC  
April 26-30, 2019**

Purpose: To tour Gallaudet University and the Model Secondary School for the Deaf and sightsee in Washington DC. Gallaudet University is the only university in the world for deaf students. The Model Secondary School for the Deaf is a model deaf school for high school age students in the United States. Staying on campus, touring both campuses and attending a class would give ASL II students the opportunity to experience Deaf culture and provide opportunities to utilize their ASL skills.

As a teacher at the Michigan School for the Deaf I have taken groups of 20-35 students, staff and parents to Mackinac Island, Chicago and Washington DC yearly for the last 15 years. I planned and organized the trips each year and was in charge of all fundraising.

## **Itinerary**

### **Friday April 26th**

- 5:30am Meet at Waverly to head to Detroit
- 7:10 am Depart Detroit for DC
- 8:53am Arrive in DC
- 11:00pm Drop bags off at Kellogg Conference Center & Lunch at Bison Center
- 1:15-2:45pm Gallaudet University Tour
- 4:00pm Check in Kellogg Center Gallaudet University
- 5:00pm Dinner at Union Market
- 7-9:00pm Robin Hood performance at MSSD
- 10:00pm Bedtime

### **Saturday April 27th**

- 8:00am Breakfast
- 11:45am Holocaust Museum
- 1:00pm Lunch
- TBD Possible: Maryland School for the Deaf Girls Softball & Boys Baseball Tournament

## **Sunday April 28th**

- 8:00am            Breakfast (Gallaudet Bison Center)
- 9am-2pm            Smithsonian Museums
- 4:00pm            Ford's Theater
- 6:00pm            Dinner
- 7-9pm            Monuments (Washington, A. Lincoln, MLK, Vietnam)

## **Monday April 29th**

- 9:15-10:45        House One Tour (Gallaudet House Tour)
- 1-4:00pm            Arlington National Cemetery
- 5pm                MSSD Boys Varsity Baseball (Gallaudet baseball field)

## **Tuesday April 30th**

- Flight back (9:51-11:30)

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
REGULAR BOARD MEETING  
March 18, 2019**

**Report #18-57**

**FOR ACTION**

**Subject:** 2019-2020 Schools of Choice Recommendation

**Recommendation:**

It is recommended that the Waverly Board of Education approve participation in the **limited** Schools of Choice Program (Sections 105 and 105 (c)) for the 2019-2020 school year.

The following grades will accept SOC applications:

K = 15  
5 = 1  
6 = 1  
7 = 1  
8 = 1  
9 = 1

If a SOC application is not applicable, Waverly resident students who move out of the district during the 2018-2019 school calendar year and are in good standing have the option to complete State Aid release documents.

**Budget Impact:**

The Schools of Choice option generates revenue for the District. The Schools of Choice Enrollment has grown from 15 students in 1997-98 to 850 students at the beginning of the 2018-2019 school year. Participation in the program as recommended would generate additional revenue for the District.

**Background Information/Historical Perspective:**

The Schools of Choice option was approved by the legislature in an effort to give parents some choice in their child's education and create competition among schools. Schools of Choice applications are reviewed in regard to state law. A student is accepted unless they have had 1) a suspension in the previous two years or 2) an expulsion.

The Waverly Board of Education has taken a thoughtful approach to the Schools of Choice opportunity. The Schools of Choice recommendation is designed to move the enrollments in various grades to the minimum level, while leaving room for students moving into the District.

Based on an agreement of the Ingham Intermediate School District Superintendents, the application timeline for next school year is May 13, 2019 – June 11, 2019.

**Discussion of Options/Alternatives:**

The Board may approve a reduced Schools of Choice option or not offer this option for the 2019-2020 school year. However, all students currently enrolled under the Schools of Choice option may continue their education at Waverly as provided by the State School Aid Act.