

# Agenda of Regular

## The Board of Education Waverly Community Schools

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A Regular of the Board of Education of Waverly Community Schools will be held September 8, 2008, beginning at 7:30 PM in the Board Room, 515 Snow Road, Lansing, MI 48917.

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 John Broughton
- II. Special Presentations
- III. Correspondence - Secretary Edith Suttles
- IV. Public Comment
- V. Student Representative Report
- VI. Board Member Comment
- VII. Adoption of Meeting Agenda
- VIII. \*\*\*Approval of Minutes 3
- IX. Presentation of Reports
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**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
REGULAR MEETING  
August 11, 2008**

***Opening of Meeting***

The regular meeting of the Waverly Community Schools Board of Education was called to order by President John Broughton at 7:31 p.m. in the Board Room of the Administrative Center, 515 Snow Road, Lansing, Michigan.

***Members Present:***

Mr. John Broughton, President  
Mr. Britt Slocum, Vice President  
Mrs. Edith Suttles, Secretary  
Mr. Calvin Jones, Treasurer  
Mrs. Fonda Brewer-Williams, Vice Secretary-Treasurer  
Mrs. Kim Smith, Trustee

***Members Absent:***

Mrs. Mary Ann Martin, Trustee

***Staff Present:***

Dr. Thomas J. Pillar, Superintendent  
Mr. Bruce Johnson, Director of Operations and Student Services  
Mr. Rob Spagnuolo, Business Manager  
Gretchen Mikula  
Rebecca Pease

***Others Present:***

Tatanisha Worthey  
Mary Jo White

***Pledge***

Member Slocum led the pledge of allegiance to the flag.

***Special Presentation***

None

***Correspondence***

Secretary Suttles indicated seven letters were received from residents of Chanticleer Trail voicing concerns about the proposed sidewalk.

***Public Comment***

None

***Student Representative Report***

None

***Board Member Comment***

Member Brewer-Williams welcomed new Board member Kim Smith. She referred to a feature article in *The New Citizens Press* by student Kai Brewer detailing her thoughts about diversity at Waverly High School.

Member Slocum reported he spent the weekend taking CBA classes at Lansing Community College West Campus. He stated it was 18 hours well spent, noting he had a great time and met Board members from other districts.

Member Jones reported Tracy Thomas has accepted a position on the Lansing Board of Water & Light's Board of Commissioners.

***Adoption of Agenda***

A motion was presented by Member Slocum and supported by Member Brewer-Williams. MOTION: The Board of Education adopt the meeting agenda as presented.

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

***\*\*\*Financial Recommendation – Report #08-13 – For Action***

The treasurer’s report was approved as presented.

***Personnel Recommendations – Report #08-14 – For Action***

A motion was presented by Member Suttles and supported by Member Jones. MOTION: The Board of Education approve the employment of Megan Helsen (High School math teacher) and Aaron Shinn (High School math/history teacher) and the resignation of Sonia Butcher (Middle School Spanish teacher).

***Representation on the Special Education Parent Advisory Committee (PAC) to Ingham Intermediate School District (ISD) – Report #08-15 – For Action***

A motion was presented by Member Slocum and supported by Member Brewer-Williams. MOTION: The Board of Education approve the appointment of Mrs. Tatanisha Worthey to the Ingham ISD Special Education Parent Advisory Committee.

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

***\*\*\*Extended Field Trips – For Information***

LuAnn Stuible 8<sup>th</sup> grade science teacher, has planned an extended field trip to Orlando, Florida for 8<sup>th</sup> grade science students. Major places to be visited are Disney’s Animal Kingdom, Magic Kingdom, Hollywood Studios, EPCOT, and Kennedy Space Center. Concepts discussed during the seminars directly correlate with the Middle School science curriculum. The programs offer hands-on opportunities using these concepts in the real world. Students will gain a deeper understanding of the objectives taught in middle school science. They will also grow in the areas of social and personal responsibility as a result of traveling without their parent/guardian. The departure date is March 4<sup>th</sup>, with a return date of March 8<sup>th</sup>. Approximately 60-80 students, two or three parents/guardians, and teachers LuAnn Stuible, David Pike, Debbie Quinn or Barbara Tate will travel by air from Detroit to Orlando. The estimated cost per student is \$1,139, with individual families being responsible for payment of the trip. Numerous fundraising opportunities will be made available throughout the year to help defray the cost of the trip. Students will be away from the traditional classroom setting two to three days.

***Superintendent’s Report***

Dr. Pillar reported there will be registration for the Ombudsman’s program on Monday, August 18<sup>th</sup> from 11:00 to 1:00 p.m. at the Zap Zone on Elmwood Road. This is a way to attract young people to hear about the Ombudsman program and for them to meet each other in a social environment. Representatives from Ombudsman will be in attendance to provide information and register the students. Dr. Pillar indicated a director for the program has been established.

Dr. Pillar reported the cable channel seems to be in transition. Comcast made the change from Channel 21 to 905. Now programming is running simultaneously on both channels. The expectation is that eventually our programming will only appear on Channel 905. Eldon McGraw is working with Comcast to clarify what is happening.

Dr. Pillar reported the audit concluded last Friday. We expect a draft report later this month. The Board will review the final report in late September or early October. Rob Spagnuolo, Jacklin Blodgett, and the business office did a great job in preparing for the audit.

***Superintendent's Report (cont.)***

Dr. Pillar announced practices for fall sports begin this week. He noted there are no printed schedules yet, but times and locations of various athletic events can be found on the district's website.

Dr. Pillar reported Wavapalooza is coming up on Friday, September 5<sup>th</sup>. This will be the second annual event and we are hoping that it will be as successful this year as it was last year. There will be an ice cream booth celebrating the district's AdvancEd accreditation.

Dr. Pillar announced opening day is scheduled for Tuesday, September 2<sup>nd</sup>. He asked Board members to be present at one of the buildings that morning to greet staff, students and parents. Dr. Pillar and the Cabinet will also be out at the buildings on opening day.

Dr. Pillar reported the opening edition of *images* will be published this coming weekend as an insert in the *Delta/Waverly Community News*. It also gets mailed to non-resident families. This edition contains important information about the start-up of school.

Dr. Pillar reported there have been a number of families stopping by the Administrative Center to enroll their children. We will not know what our enrollment numbers will be until school starts. There has been increased interest in tuition.

Dr. Pillar reported that Kindergarten students will be coming to the Administrative Center next week to pick up a *Class of 2021* tote bag filled with a book, growth chart, water bottle, pencil and information for parents.

Dr. Pillar indicated clean-up and fix-up around the buildings is coming to an end. Administrators and secretarial staff are back and getting ready for the new year.

***Public Comment***

None

***Other Board Business***

Member Brewer-Williams indicated the opening day of school is not listed on the district calendar. She asked if we are ready for the Ombudsman program. Dr. Pillar indicated the program will start in the eTrain room at the Middle School. They will bring their own server. The program is expected to move to its own site in October.

***Adjournment***

The meeting adjourned at 8:00 p.m.

Respectfully submitted,

Edith J. Suttles, Secretary

rlp

\*\*\*Consent Agenda

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
SPECIAL MEETING  
August 25, 2008**

***Opening of Meeting***

The special meeting of the Waverly Community Schools Board of Education was called to order by President John Broughton at 9:00 a.m. in the Board Room of the Michigan Association of School Boards office, 1001 Centennial Way, Suite 400, Lansing, Michigan.

***Members Present:***

Mr. John Broughton, President  
Mrs. Edith Suttles, Secretary  
Mr. Calvin Jones, Treasurer  
Mrs. Fonda Brewer-Williams, Vice Secretary-Treasurer  
Mrs. Mary Ann Martin, Trustee  
Mrs. Kim Smith, Trustee

***Member Absent:***

Mr. Britt Slocum, Vice President

***Staff Present:***

Dr. Thomas J. Pillar, Superintendent  
Mrs. Jacklin Blodgett, Asst. Superintendent for Finance & Personnel  
Mrs. Dorothy Blackwell, Director of Curriculum  
Mr. Bruce Johnson, Director of Student Services & Operations  
Mr. Al Momrik, Associate Director of Technology

***Purpose***

The purpose of the meeting was a scheduled Board work/study session to discuss student performance issues, policy, and negotiations.

***Motion to Recess to Closed Session***

A motion was presented by Member Martin and supported by Member Jones. MOTION: The Board of Education recess to close session for the purpose of discussing negotiations.

Roll call vote was taken. Motion carried, with all members present voting aye (Members Broughton, Suttles, Jones, Brewer-Williams, Martin, and Smith). (Member Slocum absent).

The meeting recessed to closed session at 2:45 p.m.

***Adjournment***

The Board returned to its regular meeting at 3:15 p.m., and the meeting was adjourned immediately thereafter.

Respectfully submitted,

Edith J. Suttles, Secretary

rlp

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
REGULAR BOARD MEETING  
September 8, 2008**

**Report #08-16**

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

**Subject:           Financial Recommendation**

**Recommendation:**

It is recommended the following be approved:

**Approval of Treasurer's Report:**

The General Fund Financial Report dated August 31, 2008 has been reviewed and it is recommended that the Report be approved. The cash balance as of July 31, 2008 was \$5,490,247.11. Receipts during August 2008 consist of current taxes and other revenues in the amount of \$2,060,953.49 less disbursements during August of \$3,405,326.08 left the district with a General Fund cash balance as of August 31, 2008 of \$4,145,874.52.

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
REGULAR MEETING  
September 8, 2008**

**Report #08-17**

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

**Subject:** Certification of Winter Tax Levy – City of Lansing,  
Lansing, Delta, Windsor, and Watertown Townships

**Recommendation:**

The Superintendent recommends the Board of Education adopt the proposed winter tax levy for the City of Lansing, Lansing, Delta, Windsor, and Watertown Townships. A certified copy is affixed to the official minutes of this meeting. A copy of the certification (L-4029) is included in the support material.

**Budget Impact:**

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

**Statement of Purpose/Issue:**

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

**Background Information/Historical Perspective:**

Section 380.1213 of Michigan School Code provides that the Secretary of the Board of Education file a certified copy of a resolution adopted by the Board, stating the number of mills to be levied on taxable properties within the school district. This certification is to be filed with the appropriate township and city clerks on or before September 26, 2008.

A breakdown of the levy is as follows:

	<b><u>City of Lansing, Lansing &amp; Delta Townships</u></b>	<b><u>Windsor and Watertown Townships</u></b>
<b><u>General Fund</u></b>		
<b>Operating-</b>		
<b>Homestead</b>	<b>2.1829</b>	<b>4.2357</b>
<b>Commercial Personal</b>	<b>5.1829</b>	<b>10.2357</b>
<b>Nonhomestead (All Other)</b>	<b>9.0000</b>	<b>18.0000</b>
 <b>Debt-</b>		
<b>Homestead</b>	<b>2.3100</b>	<b>4.5800</b>
<b>Commercial Personal</b>	<b>2.3100</b>	<b>4.5800</b>
<b>Nonhomestead (All Other)</b>	<b>2.3100</b>	<b>4.5800</b>

The City of Lansing, Lansing and Delta Townships are levying at fifty percent (50%) of total levy due to the fact that those taxing authorities collect fifty percent (50%) during the summer. The summer levy was based upon 4.1056 mills for operating and 4.540 mills for debt. The winter levy is adjusted to reflect the lower mills.

**Discussion of Options/Alternatives:**

The school district could levy a tax rate lower than the 4.2357 mills authorized. This would be less than the amount authorized.

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
REGULAR MEETING  
September 8, 2008**

**Report #08-18**

**Subject: Personnel Summary**

**FOR ACTION**

**I. INSTRUCTION AND SUPPORT**

A. Employment – Certified

<u>Name</u>	<u>Position</u>	<u>Step/Salary</u>	<u>Effective</u>
Nichole Fox	.4 MS Life Skills Teacher	BA+0 Step 0/\$14,402	8/11/08
Lili Risser	Middle School Spanish Teacher	BA+0, Step 1/\$37,764	8/20/08
Jose Gutierrez	.5 East Spanish Teacher	BA+0, Step 0/\$18,002	8/21/08
Ramona Mendez	Elementary Spanish Teacher	BA+0, Step 1/\$37,764	8/25/08

**FOR INFORMATION**

A. Employment – Non Certified

<u>Name</u>	<u>Position</u>	<u>Step/Salary</u>	<u>Effective</u>
Maureen Chartrand	Winans Crossing Guard	\$8.25/Hour	8/21/08
Johnny Sorrells	View Lunch Assistant	G/\$9.18	9/2/08
Linda Reed	HS Lunch Assistant	G/\$9.18	9/2/08

B. Resignation – Non Certified

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective</u>
Tom Cadwell	Winans Crossing Guard	Personal	8/15/08
Gil Fuentes	Elmwood Crossing Guard	Personal	8/15/08

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
SPECIAL MEETING  
September 8, 2008**

**Report #08-19**

**FOR ACTION**

**Subject:**           **Master Agreement Ratification  
Waverly Education Association**

**Recommendation:**

The Superintendent recommends the Board approve the tentative agreement as negotiated between the Waverly Education Association and the Board of Education as presented.

**Statement of Purpose/Issue:**

To approve the agreement reached.

**Background Information:**

The Board and WEA representatives reached a tentative agreement for a two year contract on August 11, 2008. The agreement includes language changes reflected throughout the contract. This includes adjustments in teaching load and working conditions, professional compensation, reduction to certified staff, association and teacher rights, recognition, teaching hours, curriculum and committee work, certification, qualifications and evaluations, negotiations procedures, and benefits.

The economic proposal of the tentative agreement in 2008-09 includes a 1.75% increase on the salary schedule, \$1,219.26 double insurance cap and a \$1,310.11 family cap retroactive to July 1, 2008, an increase of \$63.36 and \$70.40 per month. The agreement for 2009-10 includes a 1.5% increase on the salary schedule, \$1280.22 double insurance cap and a \$1,375.62 family cap beginning July 1, 2009, an increase of \$60.96 and \$65.51 per month. A single subscriber will pay \$25 per month for benefits beginning July 1, 2008. This tentative agreement includes an insurance change on July 1, 2009.

**Budget Impact:**

The cost of the contract in the first year would be approximately \$378,000.

**Options/Alternatives:**

1. Ratify the tentative agreement
2. Not ratify the contract and start renegotiating

**Rationale for Recommendation:**

The agreement was tentatively reached with the Board team and WEA unit. Bargaining unit ratified tentative agreement on September 3, 2008.

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
SPECIAL MEETING  
September 8, 2008**

**Report #08-20**

**FOR ACTION**

**Subject:**           **Master Agreement Ratification  
Waverly Educational Support Personnel Association**

**Recommendation:**

The Superintendent recommends the Board approve the tentative agreement as negotiated between the Waverly Educational Support Personnel Association and the Board of Education as presented.

**Statement of Purpose/Issue:**

To approve the agreement reached.

**Background Information:**

The Board and WESPA representatives reached a tentative agreement for a two year contract on August 19, 2008. The agreement includes a 1.75% increase in the salary schedule retroactive to July 1, 2008, and a 1.5% increase in the salary schedule beginning July 1, 2009.

The agreement includes a \$1,044.02 insurance cap for double coverage which is an increase of \$49.02, and \$1,143.21 for family which is an increase of \$53.21 for 2008-09. For 2009-10, the agreement includes a \$1,096.22 insurance cap for double coverage which is an increase of \$52.20, and \$1,200.37 for family which is an increase of \$57.16. There will be a health insurance change as of January 1, 2009.

The new agreement also includes updated language with regard to paid and unpaid leaves of absence, compensation, benefits, duration, school closing, and miscellaneous provisions.

The union ratified this contract on September 3, 2008.

**Budget Impact:**

<u>Costs</u>	
2008-2009	\$48,000

**Options/Alternatives:**

1. Ratify the tentative agreement
2. Reopen talks to renegotiate

**Rationale for Recommendation:**

The agreement is favorable for the Board and WESPA unit.

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
REGULAR MEETING  
September 8, 2008**

**Report #08-21**

**FOR ACTION**

**Subject:**           **Master Agreement Ratification – Bus Drivers  
International Union of Operating Engineers Local 547 AFL-CIO**

**Recommendation:**

The Superintendent recommends the Board approve the tentative agreement as negotiated between the International Union of Operating Engineers Local 547, AFL-CIO, representing the District's transportation department and the Board of Education as presented. This agreement is a 2% increase for the 2008-2009 and a 2% increase for the 2009-2010 school years.

**Statement of Purpose:**

To complete the process of entering into an agreement with this union for the next two years.

**Budget Impact:**

<u>Costs</u>	
2008-2009	\$6,400

**Background Information/Historical Perspective:**

The Board of Education, through its team of Jacklin Blodgett and Gloria Gonzalez, met on June 12 and June 24 and reached a tentative agreement. Salary will be increased 2% for the 2008-2009 and 2% for the 2009-2010 school years. The agreement includes language changes in drug testing, vacation, cash-in-lieu, and insurance.

The union has ratified the contract.

**Options/Alternatives:**

The Board could ask to delay this ratification pending further information or go back to negotiations for needed clarifications.

**Rationale for Recommendation:**

The agreement reached is within the Board guidelines and provides a two year agreement with the union.

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
REGULAR BOARD MEETING  
September 8, 2008**

**FOR DISCUSSION**

**Subject:** Resolution – School Board Commitment to Improved Student Performance

**Recommendation:**

The Superintendent recommends the Board of Education adopt the attached resolution demonstrating its support for improved student performance.

**Statement of Purpose:**

Adopting the resolution will affirm the Board’s intent and commitment to support improved student performance at all levels in academics, fine arts, extra-curricular activities, athletics and student services.

**Budget Impact:**

None. However, the Board of Education will continue to collaborate with the central administration to provide the available resources to support teaching and learning throughout the school year.

**Background Information/Historical Perspective:**

In the spring of 2008, Waverly Community Schools earned District-wide accreditation through AdvancED *Worldwide*. The accreditation affirmed that Waverly had systems in place to support teaching and learning. On August 27, 2008, during the staff orientation to launch the 2008/09 school year, the superintendent challenged all teachers, support staff, administrators and Board of Education to focus on improved student performance in academics, fine arts, extra-curricular activities, athletics and student services. In addition, the District’s mission statement, beliefs, objectives and strategies included in the current Board approved Strategic Plan call for improved student performance at all levels and among all students. This resolution, if adopted, will be displayed prominently in all schools, the service building and the administrative center to remind all stakeholders of this District-wide commitment to improved student performance articulated by the Board of Education.

**Discussion of Options/Alternatives:**

The Board of Education always has the option not to accept the superintendent’s recommendation. However, an emerging theme across Waverly is that “failure is not an option.” This resolution supports that emerging theme. It also supports the theme of improved student performance outlined by the superintendent at the opening of the 2008/09 school year. The Board of Education has demonstrated its commitment to supporting teaching and learning throughout Waverly, as well as its support for improved student performance at all levels and for all students.

**Strategic Plan Reference:** *Strategy #1: Curriculum, Instruction & Assessment: We will continue our efforts to provide instruction and assessment that will prepare our students to meet or exceed state standards on all areas tested and demonstrate Waverly Essential Skills.*

# RESOLUTION

## Board of Education Commitment to Improved Student Performance

The Waverly Community Schools Board of Education believes improved student performance is the District's most significant responsibility. The Board affirms its commitment to improved student performance by:

- Evaluating student performance data.
- Discussing processes that affect all District programs.
- Examining the impact of the District's instructional program, fine arts, extra-curricular activities, and athletics on student performance.
- Reviewing District goals, as articulated in the Strategic Plan, to ensure focus on improved student performance.
- Striving to find methods to remove barriers to teaching and learning.

Furthermore, the Board of Education is committed to informing all stakeholders about student performance, and when appropriate, how District student performance data compares with common metric measures regionally, state-wide and nationally.

Therefore, the Waverly Community Schools Board of Education resolves that:

- All students are expected to demonstrate to the best of their ability achievement in academics, fine arts, extra-curricular activities and athletics.
- All employees shall devote their effort to ensure and enhance improved student performance in academics, fine arts, extra-curricular activities, athletics and student services.
- The superintendent will recommend initiatives that support and advance improved student performance in academics, fine arts, extra-curricular activities, athletics and student services.
- The Board of Education will devote time to topics that directly support and enhance improved student performance in academics, fine arts, extra-curricular activities, athletics and student services.

This resolution shall be posted in all District buildings and published on the District's web site and in District publications.

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John W. Broughton, President

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Britt Slocum, Vice President

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Edith J. Suttles, Secretary

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Calvin L. Jones, Treasurer

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Fonda Brewer-Williams  
Vice Secretary-Treasurer

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Mary Ann Martin, Trustee

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Kim Smith, Trustee

Adopted: