

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 July 20, 2020, beginning at 6:30 PM in the Virtual Online Meeting
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 Mary Ann Martin
- II. Board Pledge
- III. Correspondence
- IV. Public Comment - Agenda Items Only
- V. Board Member Comment
- VI. Adoption of Agenda
- VII. ***Approval of Minutes
- VIII. Organizational Meeting Items
 - A. *** Recommendation to approve Report #20-1, Designation of Date, Time & Location of School Board Meetings
 - B. ***Recommendation to approve Report #20-2, Designation of Person to Post Meetings
 - C. ***Recommendation to approve Report #20-3, Membership Resolution - Michigan High School Athletic Association
 - D. ***Recommendation to approve Report #20-4, Annual Designation of School Depositories
 - E. ***Recommendation to approve Report #20-5, Designation of Professional Service Consultants - Attorneys
 - F. ***Recommendation to approve Report #20-6, Designation of Audit Firm
 - G. ***Recommendation to approve Report #20-7, Designation of Authorized Signatories
 - H. ***Recommendation to approve Report #20-8, Designation of Electronic Transfer Officer
 - I. ***Recommendation to approve Report #20-9, Designation of Charitable Giving Agent
 - J. ***Recommendation to approve Report #20-10, Breakfast, Lunch and Milk Prices for 2020-2021
- IX. Presentation of Reports
 - A. Teaching & Learning
 - B. Personnel and Policy
 - 1. ***Recommendation to approve Report #20-11, Personnel Recommendations

- 2. Recommendation to Approve Report #20-12, Tentative Agreement Waverly Administrators Education Association
- C. Finance & Facilities
 - 1. Recommendation to Approve Report #20-13, 2020 State Aid Note Authorizing Resolution
- 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

The Board of Trustees Waverly Community Schools

Opening of Meeting

The regular meeting of the Waverly Community Schools Board of Education was held Online, Monday, June 15, 2020, via Zoom. The meeting was called to order at 6:37 PM by Board President, Mary Ann Martin and the pledge to the flag was led by WHS Principal, Chris Huff.

Members Present: Mrs. Mary Ann Martin, President
 Mrs. Holly Nester, Vice President
 Mrs. Amy Krause, Secretary
 Mr. Chris Beasley, Treasurer
 Mrs. Melissa Sherry, Vice Secretary-Treasurer
 Mrs. Alicia Guevara Warren, Trustee
 Mrs. Rhonda Sosnowski, Trustee

Staff Present: Mrs. Kelly Blake, Superintendent
 Mr. Evan Nuffer, Director of Finance
 Mrs. Tiffany Wright, Director of Spec. Education
 Mrs. Susan Friend, Retiring Director of Human Resources (Standing in for Superintendent Blake)
 Dr. Lara Slee, Director of Teaching & Learning
 Matthew Corliss, New Director of Human Resources
 Patty Roost
 Ann Marie Lindsay
 Chris Huff
 Mike Moreno
 Molly Francis
 Shawn Talifarro
 Vickie Tisdale
 Terri Collett-Such
 Todd Simon
 Sue Ruegsegger

Special Presentations:

Resolution Condemning Racism and Affirming the District's Commitment to an Equitable and Inclusive School Environment for All. This resolution was read by Board President Martin. Report #19-64.

A motion was made by Member Beasley and Supported by Member Krause to adopt this resolution as written.

Discussion:

Member Beasley – Great Resolution

Member Nester – Thank you Dr. Slee for working on this.

Member Sherry – Great Public Statement, thank you.

Member Sosnowski – Thank you Dr. Slee.

Member Guevara Warren – It is very important that we are not silent on this.

President Martin – Thank you for doing this. Proud and happy that we are not waiting to do something.

A roll call vote was taken: Vote: 7 Ayes; 0 Nays

Resolution passes.

Correspondence: None

Public Comment:

None

Board Member Comment:

Member Sosnowski – Thank you Susan for filling in for Kelly at this time.

Member Guevara Warren – Watched the NHS Induction Ceremony online. Staff did an incredibly nice job. Also attended the outdoor retiree celebration at Admin. It was really nice, congratulations to the retirees.

President Martin – Also watched the NHS Induction Ceremony online. It is always nice to see the transition from current seniors to current Juniors. She also thanked the other Board Members for voting for the resolution.

Adoption of Agenda

A motion was presented by Member Nester and supported by Member Beasley.

Motion: The Board of Education approve the agenda as written.

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

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

The minutes of the regular meeting of May 18, 2020 were approved as presented.

*****Personnel Report #19-60 – For Action**

The Board of Education approved the following:

Employment of:

Certified: Lauren Luzbetak – Speech and Language Pathologist – East Intermediate

Resignation of:

Certified: Eric Strommer – Middle School Science Teacher

Non-Certified: Bridget Kelly – High School Parapro

Ronisha Kidd – Elmwood Head Secretary

Transfer of:

Certified: Joe Szombati – WHS Health/PE with addition of WMS Health
Randy Cusack – From: WHS S.E. Teacher; to Winans S.E. Teacher
Stacy VanNorman – From: 5th Grade Teacher East; to 6th grade Teacher East.

Cheryl Frank – WMS STEAM teacher with addition of East PE
Nate Beckholt – East/MS PE teacher; to WMS PE Teacher only
Zachary Marshall – From: WHS Math Teacher; to WMS Math Teacher
Sam Sicilia – From: WHS Teacher; to WMS English Teacher
Natalie Queen – From: WHS PE Teacher; to WHS Spec. Ed. Teacher
Mary Diedrich – From: Colt Speech and Language; to WHS Speech and Language Pathologist

Pat Albright – From: East Reading Support Teacher; to Colt/Winans Art Teacher

Robert Herzing – From: WHS English Teacher; to WMS English Teacher

Non Certified: Colleen Weinfeld – From: WHS Media Specialist; to WHS Counseling Secretary

Michelle Smethurst – From: WHS Counseling Secretary; to Elmwood Head Secretary

Lois English – From: Library Media Specialist; to WHS Attendance Secretary

Shanice Moore – From: Winans Para; to East Para

Mitzi Muysenberg – From: Winans Para; to East 1:1 Para

Najeema Thomas – From: Winans Para; to WMS EI/Resource Para

Laurie Wallace – From: Winans Instructional Para; to Winans Classroom Para

Brenda Reetz – From: Colt Para; to Winans ASD Room Para

Angie Moore – From: Elmwood ELMS; to Elmwood/Colt/WMS Media Specialist

Melissa Chittenden – From: Colt Instructional Para; to Colt Spec. Ed. Para

Mary Lunetta – From: ELL Para; to Colt Instructional Para

Andrea Almaguer-Ortega – From: Colt Para; to WHS Spec. Ed. Para

Heather Daggett – From: WHS Blended Learning Para; to WHS Spec. Ed Para

Retirement:

Non Certified: Janet Roe – Library Media Specialist – East Intermediate
Keenan Lewis – Custodian – Colt, WMS, WHS

***** Finance Report - #18-69 – For Action**

The Board of Education approved the Finance Report as presented.

WCS 2020-2021 Budget Amendment Resolutions – Report #19-62

A motion was made by Member Beasley and supported by Member Sherry to approve the 2020-2021 Budget Amendment Resolutions package as presented. These include: General Fund, Debt Retirement Fund, Special Revenue Funds and Sinking Funds.

Discussion: Member Nester asked How is this going to affect Special Education for next year?
Evan Nuffer – Some modifications to para educator placement always happens, and we are expanding our Autism Spectrum Disorder rooms over at Winans. Other supports remain in place like last year.

Motion passed. Vote: Ayes – 7; Nays - 0

Summer Tax Levy – Report #19-63 – For Action

The Board of Education approved the Summer Tax Levy as presented.

Superintendent's Report (Susan Friend standing in for Superintendent Blake)

Settled a contract with the Principals – This will be up for your approval at the July BOE meeting.

Schools of Choice: We have had 232 SOC applications for 92 available seats. 70 of them are for students that were here in the district this year and moved out of district. The Schools of Choice window closes at 4:00 PM on Tuesday, June 16th, 2020. The SOC lottery will take place on June 29th and the open seats will be awarded and a waiting list will be created. Member Martin asked if students that were previously here are given priority. Susan Friend commented that if prior students from the 2019-2020 school year do not get a seat via the SOC Lottery, they may apply for State Aid Release from their new home district, back to Waverly. Member Sosnowski asked if there is any way that we can change that, so that our students that have been here previously and moved out of the district can have preference over others to come in? Susan Friend answered that we can't change it now because the Board already adopted it and we are in the middle of the application process. It is certainly something we can look at for next year.

Today was our 3rd day for collecting devices that were deployed because of Covid-19 learning. We had 1248 devices out in April. 55 of those are being used right now for summer school. We

have collected 1020 of these devices back as of 4:00 today. That leaves 228 still out. That is an 82% return, so far. Tiffany Wright spoke up and said that about 50 devices will continue to be used because of Special Ed. Susan said that she will talk to Tiffany about those devices because phone calls will need to be made on the rest of the devices that haven't been returned.

Susan Friend mentioned that this was her last Board Meeting before she retires. President Martin said Congratulations to Susan and welcome to Matt Corliss who will be taking Susan's place. He has some big shoes to fill. Member Krause thanked Susan for her hard work.

Public Comment – Open Comment for District Issues:
Kelly Blake spoke to say Congratulations to Patty Roost and Susan Friend on their retirements. We are going to greatly miss both of them.

Other Board Business - None

Adjournment at: 7:07 PM

***Denotes Consent Agenda

Respectfully submitted,

A handwritten signature in blue ink that reads "Amy Krause". The signature is written in a cursive style with a large initial "A".

Amy Krause, Secretary

par

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
SPECIAL BOARD MEETING
June 15, 2020 @ 6:00 PM**

Opening of Meeting

The special meeting of the Waverly Community Schools Board of Education was called to order by President Mary Ann Martin at 6:00 PM online via Zoom. The Pledge was led by Evan Nuffer, Director of Finance.

Members Present: Mrs. Mary Ann Martin, President
Mrs. Holly Nester, Vice President
Mrs. Amy Krause, Secretary
Mr. Chris Beasley, Treasurer
Mrs. Melissa Sherry, Vice Sec./Treasurer
Mrs. Alicia Guevara Warren, Trustee
Mrs. Rhonda Sosnowski, Trustee

Staff Present: Mrs. Kelly Blake, Superintendent
Mr. Evan Nuffer, Director of Finance
Mrs. Susan Friend, Director of Human Resources (Standing in for Superintendent Blake)
Mrs. Tiffany Wright, Director of Spec. Services
Dr. Lara Slee, Director of Teaching & Learning
Mrs. Patty Roost
Mr. Chris Huff
Mrs. Ann Marie Lindsay
Mrs. Shawn Talifarro
Mr. Matthew Corliss

Purpose of the Meeting:

Public Hearing on the 2020-2021 Budget and Proposed Tax Millage Rate presented by Mr. Evan Nuffer. See Agenda from June 15, 2020 for more information.

Public Comment:

Addressing the Board during Public Comment were: None

Adjournment:

The meeting adjourned at 6:33 PM

Respectfully submitted,

Amy Krause, Secretary
par

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR BOARD MEETING
Date: July 20, 2020**

Report #20-1

FOR ACTION ***

Subject: Designation of Date, Time & Location of School Board Meetings

Recommendation:

In accordance with **Public Act No. 267 of the Michigan Public Acts of 1976**, the Superintendent recommends the Board of Education meeting calendar be established as follows:

<u>2020</u>	<u>2021</u>
August 17, 2020	January 11, 2021
September 10, 2020 PD	February 8, 2021
September 21, 2020	March 4, 2021 PD
October 19, 2020	March 15, 2021
November 16, 2020	April 19, 2021
December 14, 2020	May 17, 2021
	June 14, 2021

All regular meetings will begin at 6:30 P.M. and will be held in the Administrative Center Board Room. Professional Development meeting times are 4:00 PM – 7:00 PM and will be held in the Administrative Center PD Room. A regular meeting of the Board of Education for the 2021-2022 school year will be held on Monday, July 19, 2021.

WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR BOARD MEETING
Date: July 20, 2020

Report #20-3

FOR ACTION ***

Subject: **Membership Resolution – Michigan High School Athletic Association**

Recommendation:

The Superintendent recommends the Waverly Community School District continues its membership and relationship with the Michigan High School Athletic Association and that the following membership resolution, provided by the Michigan High School Athletic Association, be adopted for the year August 1, 2020 through July 31, 2021.

The secondary schools in the Waverly Community School District, City of Lansing, County of Eaton, State of Michigan are hereby:

- A. Enrolled as members of the Michigan High School Athletic Association, Inc., a nonprofit association, and
- B. Are further enrolled to participate in the approved inter-school athletic activities sponsored by said association.

The Board of Education hereby delegates to the Superintendent or his designee(s) the responsibility for the supervision and control of said activities, and hereby accepts the Constitution and Bylaws of said association and adopts as its own the rules, regulations, and interpretations (as minimum standards), as published in the current Handbook and qualifications as published in the Bulletin as the governing code under which the said schools shall conduct their program of interscholastic activities and agrees to primary enforcement of said rules, regulations, interpretations, and qualifications. In addition, it is hereby agreed that schools which host or participate in the association's meets and tournaments shall follow and enforce all tournament policies, procedures and schedules. This authorization shall be effective from August 1, 2020 and shall remain effective until July 31, 2021, during which time the authorization may not be revoked.

Background Information:

Through Policy 2431 "the Board further adopts those eligibility standard set by the Constitution of the Michigan High School Athletic Association (MHSAA) and shall review such standards annually to ascertain that they continue to be in conformity with the objectives of this Board."

Rational for Recommendation:

Action is necessary to prevent a lapse in membership and enable the district to participate in league activities.

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
JULY 20, 2020**

Report #20-4

FOR ACTION***

Subject:

Annual Designation of School Depositories

Recommendation:

The Superintendent recommends the Board of Education designate the following banking and investment institutions for the deposit of all funds over which the Board has direct or supervisory control.

PNC Bank

General Fund – Checking

General Fund – Checking (Payroll)

Student Activities Fund - Checking

Debt Retirement Fund – Money Market

Capital Projects Fund (2019 Building and Site, Series III) – Money Market

Capital Projects Fund (Sinking Fund) – Money Market

Public Improvement Fund (General Fund Appropriations) – Money Market

COMERICA BANK

Food Service Fund – Checking and Investments

Community Services Fund – Checking and Investments

Trust & Agency Fund – Checking

MICHIGAN SCHOOL DISTRICT LIQUID ASSET FUND

General Fund – Checking and Investments

Statement of Purpose:

Board Bylaw 0154 requires that the Board shall designate depositories for school funds; M.C.L. 380.1221

Background Information:

The District uses PNC Bank for its primary depository institution for all activities related to the General Fund, Debt Service, Student Activities and Capital Projects. Funds for Trust & Agency, Preschool, and Food Services are held with Comerica Bank in segregated accounts so as not to commingle those funds.

Budget Impact:

Not applicable

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
JULY 20, 2020**

Report #20-5

FOR ACTION***

Subject:

Designation of Professional Service Consultants – Attorneys

Recommendation:

The superintendent recommends the Board of Education retain Thrun Law Firm, P.C. to address legal issues of the school district.

Statement of Purpose:

The above recommended law firm has previously served as counsel to the Board with satisfactory performance. Approval of the Board's legal counsel at this time provides the administration with direction when needing legal advice during the school year.

Background Information:

In the past, the firm of Thrun Law Firm, P.C. has been authorized as professional counsel. The firm has performed legal services including elections, bonding proposals, state aid note preparation, negotiations, personnel matters, and other concerns.

Budget Impact:

The retainer charged in January 2020 by Thrun Law Firm, P.C. was \$2,400. The cost of professional services fees paid to Thrun in 2019-20 was \$30,491.76

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
JULY 20, 2020**

Report #20-6

FOR ACTION***

Subject:

Designation of Audit Firm for 2020-21

Recommendation:

The Superintendent recommends the Board of Education designate Plante & Moran, PLLC, Certified Public Accountants, to audit the school district's financial records for the year ended June 30, 2021

Statement of Purpose:

Board Policy 6830 requires that after the close of the fiscal year (June 30th), an audit of all accounts of the District be made annually by an independent, certified public accountant. The audit examination shall be conducted in accordance with generally accepted auditing standards and shall include all funds over which the Board has direct or supervisory control.

Background Information:

Plante & Moran performs audits for many school districts and works closely with the state of Michigan. The firm has audited the school district's financial records for over 20 years in a satisfactory manner.

Budget Impact:

The cost of the professional services fees paid to Plante Moran in 2019-20 was \$39,250.

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
JULY 20, 2020**

Report #20-7

FOR ACTION***

Subject:

Annual Designation of Authorized Signatories

Recommendation:

The Superintendent recommends the Board of Education designate the signatories for Waverly Community Schools' banking and investment transactions for the 2020-2021 fiscal year.

All checks drawn against an authorized, demand account in the following funds will be signed by the Board Treasurer and countersigned by the Director, Finance and Operations.

**General Fund
Community Services Fund
Lunch Fund
Student Activities Fund
Debt Fund
Capital Projects Fund(s)
Trust & Agency Fund**

The Director, Finance and Operations will be authorized to invest temporary, excess cash in the name of Waverly Community Schools and to liquidate such investments by deposit in authorized accounts.

The Superintendent recommends the Board of Education authorize the Director, Finance and Operations, or his/her designee, to sign purchase orders for the 2020-2021 fiscal year.

The Superintendent recommends the Board of Education authorize the Superintendent, or his/her designee, to sign contracts and agreements for the 2020-2021 fiscal year.

Statement of Purpose:

Board Bylaw 0154 requires that the Board shall designate those persons authorized to sign checks, contracts, agreements, and purchase orders

Background Information:

It is necessary for the Board of Education to officially designate its authorized signatories at the beginning of each school year.

Budget Impact:

Not applicable

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
JULY 20, 2020**

Report #20-8

FOR ACTION***

Subject:

Designation of Electronic Transfer Officer (ETO)

Recommendation:

The Superintendent recommends the Board of Education designate the Treasurer and the Director, Finance and Operations as the Electronic Transfer Officers (ETO) for the 2020-2021 school year

Statement of Purpose:

Board Bylaw 0154 requires that the Board shall designate the Electronic Transfer Officer (ETO) in accordance with Policy 6144 – Investments, which states, The Board may adopt a resolution at its annual organizational meeting, authorizing electronic transactions and the treasurer or the Electronic Transfer Officer (ETO) as authorized agent(s) to complete such transactions on behalf of the Board

Background Information:

The District executes electronic transfers for the interfund movement of cash for the purposes of making debt retirement payments, tax receipts for debt retirement, food service receipts and trust and agency payments.

Budget Impact:

Not applicable

WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION SPECIAL MEETING
July 20, 2020

Report #20-9

FOR ACTION ***

Subject: Designation of Charitable Giving Fiscal Agent

Recommendation:

The Superintendent recommends the Waverly Community Schools Board of Education selects the Waverly Education Foundation as its charitable giving campaign fiscal agent for the 2019-2020 school year.

Statement of Purpose/Issue:

This action by the Board of Education establishes the Waverly Education Foundation as the only agency having access to the district's payroll deduction process for the purpose of conducting their charitable giving campaign for the 2019-2020 school year.

Background Information/Historical Perspective:

In past years, the Capital Area United Way was named the fiscal agent as an umbrella under which all charities seeking to use the district's payroll deduction process for charitable campaign giving must conform. The Waverly Education Foundation approached administration in 1995 with a plan to enhance its membership through offering a payroll deduction plan for district employees. This will ultimately benefit the district as Foundation monies will eventually filter back to the schools through enhancement of programs.

Rationale for Recommendation:

It is timely that the Board of Education selects its annual charitable workplace giving campaign fiscal agent in preparation for the Capital Area United Way and the Waverly Education Foundation campaigns. Traditionally the United Way campaign is conducted during the months of September and October. The Waverly Education Foundation offers membership to employees through payroll deduction on an ongoing basis.

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR BOARD MEETING
JULY 20, 2020**

Report #20-10

FOR ACTION***

Subject:

Breakfast, Lunch and Milk Prices for 2020-2021

Recommendation:

The Superintendent recommends the Board of Education establish the following rates for food service for the 2020-2021 school year:

*Elementary Breakfast (K-6)	no charge
*Secondary Breakfast (7-12)	no charge
Adult Breakfast	\$2.50
*Elementary Lunch (K-6)	no charge
*Secondary Lunch (7-12)	no charge
Adult Lunch	\$4.00
Milk	\$0.50

*Community Eligibility Provision (CEP) K-12

Statement of Purpose:

The purpose of the recommendation is to establish prices for the 2020-2021 school year, consistent with the requirements of the National School Lunch Program

Budget Impact:

The impact to the budget is estimated to remain neutral.

Historical Perspective:

The District began serving breakfast and lunch under the CEP during the 2018-19 school year. The number of lunches served increased approximately 10% since inception of CEP. Overall revenue also increased due to the increased participation.

Rationale for Recommendation:

Section 104(a) of the Healthy, Hunger Free Kids Act of 2010 amended the Richard B. Russell National School Lunch Act to provide an alternative to household eligibility applications for free and reduced price meals in high poverty local educational agencies (LEAs) (or districts) and schools. The Act further requires an LEA to agree to serve free lunches AND breakfasts to all students for up to four consecutive years in approved schools. Under this provision, ALL students will receive a free breakfast and lunch.

Strategic Plan Reference:

As the heart of the community, our mission is to educate and prepare each student to achieve her or his academic best, develop character, become a lifelong learner and contribute as a citizen of our global society.

WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
July 20, 2020

Report #20-11

Subject: Personnel Report*

A. Employment – Administration

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Effective</u>
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B. Employment – Certified

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Effective</u>
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C. Employment – Non-Certified

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Effective</u>
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D. Resignation – Administration

<u>Name</u>	<u>From Position</u>	<u>Reason</u>	<u>Effective</u>
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E. Resignation – Certified

<u>Name</u>	<u>From Position</u>	<u>Reason</u>	<u>Effective</u>
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F. Resignation – Non-Certified

<u>Name</u>	<u>From Position</u>	<u>Reason</u>	<u>Effective</u>
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G. Transfer – Administration

<u>Name</u>	<u>From Position</u>	<u>To Position</u>	<u>Effective</u>
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H. Transfer – Certified

<u>Name</u>	<u>From Position</u>	<u>To Position</u>	<u>Effective</u>
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I. Transfer – Non-Certified

<u>Name</u>	<u>From Position</u>	<u>To Position</u>	<u>Effective</u>
Mateo Palacios	Middle School Para Educator	High School Para Educator	08/24/2020
Robert Hollingsworth	High School Para Educator	Middle School Para Educator	08/24/2020
Najeema Thomas	MS EI/Resource Para Educator	High School Para Educator	08/24/2020
Andrea Almaguer-Ortega	High School Para Educator	Colt Spec Ed Para Educator	08/24/2020
Dominique Dean	Colt Spec Ed Para Educator	HS Special Ed Para Educator	08/24/2020
Melody Sorrells	East Special Ed Para Educator	MS Special Ed Para Educator	08/24/2020
Rhonda Snook	Lay-off Status	Winans, East & HS Lib Media Spec	08/24/2020

J. Termination – Non-Certified

<u>Name</u>	<u>From Position</u>		<u>Effective</u>
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K. Retirement – Administration

<u>Name</u>	<u>From Position</u>	<u>Reason</u>	<u>Effective</u>
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L. Retirement – Certified

<u>Name</u>	<u>From Position</u>	<u>Reason</u>	<u>Effective</u>
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M. Retirement – Non-Certified

<u>Name</u>	<u>From Position</u>	<u>Reason</u>	<u>Effective</u>
Janet Roe	Media Specialist East Intermediate	Personal	06/05/2020
Keenan Lewis	Custodian Colt, HS, MS	Personal	07/23/2020

N. Tenure

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective</u>
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O. Return from Leave of Absence

<u>Name</u>	<u>Position</u>		<u>Effective</u>
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P. Leave of Absence Request

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Reason</u>	<u>Effective</u>
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Q. Employee Layoff

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective</u>
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WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION OF THE
REGULAR MEETING
July 20, 2020

Report #20-12

FOR ACTION

Subject:

Ratification of Master Agreement-Waverly Administrators Education Association (WAEA)

Recommendation:

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

Statement of Purpose:

The Board of Education and the Waverly Administrators Education Association must both ratify the agreement in order for it to take effect as of the dates prescribed in the agreement.

Background Information:

The Board and Waverly Administrators Education Association representatives reached a tentative agreement for a one-year (July 1, 2020-June 30, 2021) contract on Wednesday, May 22, 2020. The parties agreed that in light of the uncertainty of the long-term impact COVID-19 on the contract, it was mutually beneficial to settle for a one-year contract.

Budget Impact:

The estimated cost of the contract for the 2020-2021 school year is \$26,867.00. Changes impacting the contract include an increase to the PA 152 contributions and an off-schedule \$500 payment to each member of the unit.

Discussion of Options:

The Board may entertain a motion to ratify the contract as presented or reject the contract as presented and continue negotiations with the bargaining unit.

Rational for Recommendation:

The administrative team assigned to negotiate the contract believe it is a fair contract negotiated between both parties. Waverly Administrators Education Association has notified the District that their members have ratified this agreement.

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR BOARD MEETING
JULY 20, 2020**

Report #20-13

FOR ACTION

Subject:

State Aid Note program borrowing resolution

Recommendation:

The Superintendent recommends the Board of Education approve the resolution to borrow money for school operations and issue its notes therefore pledging for the payment of moneys to be received by it pursuant to the State School Aid Act of 1979, Act 94 as amended

Statement of Purpose:

Based on a statement of cash flows prepared for upcoming 2020-2021 fiscal year, it is anticipated the District will need to borrow up to \$3,500,000 to maintain a minimum operating cash balance during the 2020-2021 fiscal year. \$1,000,000 is the approximate amount required to meet bi-weekly payroll and benefits.

Budget Impact:

Interest expense related to this short-term borrowing has been budgeted for \$38,000.

Historical Perspective:

Under the terms of Section 1225 of Act 451, the School District is authorized to borrow money for school operations and issue notes pledging for the repayment of those notes. For the first time in 2012-2013 the District needed to borrow from the Michigan Finance Authority (MFA) State Aid Note (SAN) program to meet cash needs. Last year the District borrowed direct from PNC Bank at a fixed interest rate of 1.838% per annum.

Discussion of Options:

The Board of Education can adopt the resolution as presented, or reject the resolution and seek an alternate source of short-term borrowing for the upcoming fiscal year

Rationale for Recommendation:

Short-term borrowing will be necessary to meet the cash flow obligations of the School District during the 2020-2021 school year. State Aid Notes, either through the MFA or through a direct bank placement, offer a low cost financing opportunity to borrow money for school operations by pledging monies received pursuant to the "State Aid Act", which shall be the full faith and credit obligation of the School District.

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.