



Waverly Community Schools

Regular Meeting

Monday, February 9, 2009 7:30 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 February 9, 2009, beginning at 7:30 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 John Broughton
 - A. Pledge - Winans Elementary Students

- II. Special Presentations
 - A. Winans Report - Shawn Talifarro, Principal
 - B. MLK Jr. Essay Contest Winners
 - C. Kudos - Dorothy Blackwell

- 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 4

- IX. Presentation of Reports
 - A. Finance and Personnel
 - 1. ***Recommendation to approve Report #08-40, Financial Recommendation 10
 - 2. Recommendation to approve Report #08-41, Personnel Recommendations 13

- X. Superintendent's Report
- XI. Public Comments
- XII. Other Board Business
- XIII. Adjournment
- XIV. ***Consent Agenda

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
January 12, 2009**

Opening of Meeting

The regular meeting of the Waverly Community Schools Board of Education was called to order by President John Broughton at 7:30 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. Mary Ann Martin, Trustee
Mrs. Kim Smith, Trustee

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 Operations and Student Services
Mr. Rob Spagnuolo, Business Manager
Karen Burgess
Dave Percival
Vickie Tisdale
Gretchen Mikula
Michelle Frederick
Jamie Holland
Helene McNeilly
Rebecca Pease

Others Present:

Carrie Blair
Sydni Jones
Claire Jansen
Mary Jo White

Pledge

The pledge of allegiance was led by Carrie Blair, Sydni Jones, and Claire Jansen, Windemere View 3rd graders and members of the Friendship Squad. All three are excellent students and leaders at Windemere View.

Special Presentation

Vickie Tisdale, Windemere View principal, stated the Windemere View highlight this evening focuses on the school's exceptional learning program. Last spring, there was a suggestion in the AdvancEd report that the schools provide more opportunities in the area of exceptional learning. Mrs. Tisdale continued that at Windemere View, children can be recognized as exceptional learners in many areas – including academics, fine arts, athletics, foreign language and culture, problem solving, literacy, and socially. Some of the opportunities that have been provided for students at this point in the year include a music club, a chess club, a foreign cultures club, a literacy club, an art club, and the Friendship Squad.

Mrs. Tisdale introduced three members of the Friendship Squad, noting they were chosen to take part because they exemplify the character clusters of honesty, caring, respect, and responsibility. Claire Jansen

Positive Highlight (Cont.)

introduced herself, Sydni Jones and Carrie Blair, noting they were all third graders and members of the Friendship Squad. Sydni Jones told the Board they have been trained to use friendship skills, conflict management, and problem solving to help students during lunch recess. They wear bright orange vests so students know who they are. Carrie Blair said we love our school and are glad to be part of a group that uses caring, respect, responsibility and honesty to make Windemere View a safe place for kids. She thanked the Board for letting them share about their special group.

Dr. Pillar recognized Board members as January is School Board Recognition Month. Dr. Pillar stated, in his opinion, the greatest form of public service is serving on the local school board because you have a direct hand in shaping the future of your community. He reported this Board of Education has a combined 56 years of service to the Waverly staff, students, parents and community. Serving on the Board of Education involves commitment of time and talent, as well as family's sacrifice because Board business often takes members away from family time. He continued that serving on the Board, although sometimes difficult, is most often fulfilling and provides a sense of achievement. Dr. Pillar stated one great achievement of the Waverly Board is the Strategic Plan which has had a continual influence on the District since 1995. He presented Board members with a token of appreciation, a framed photograph taken by a staff member that graphically articulates one of the belief statements from the Strategic Plan, "*Community is founded upon mutual respect, trust, and care.*" Dr. Pillar said hopefully this will remind them of what Waverly is about and the profound influence the Strategic Plan has had on the district. He thanked Board members, on behalf of the Waverly community, for taking the time and making the sacrifices to serve on the Board of Education and providing the vision for what Waverly can be.

Correspondence

None

Public Comment

None

Student Representative Report

Student Representative Luke Bunge said he hoped everyone had happy holidays. He reported the Student Senate donated \$250 to the local food bank through its Ipod raffle. Luke announced the theme for this year's Winterfest is Hollywood Nightlife.

Board Member Comment

Member Smith stated she hopes everyone had a wonderful Christmas and New Year. She thanked Dr. Pillar for his kind words, noting she appreciated his comments.

Member Jones wished everyone a Happy New Year. He thanked Vickie Tisdale and the students from Windemere View for leading the pledge and their special presentation. Member Jones thanked Dr. Pillar for the recognition, noting Board members are fortunate to do what they do. Member Jones extended birthday wishes to several staff members.

Member Slocum thanked Dr. Pillar, administration and staff for the recognition. He thanked Mrs. Tisdale for her presentation and noted the Friendship Squad is a cool thing, with students out there helping other students.

Member Suttles wished everyone a Happy New Year and said hopefully it will be a good year for the school district, the families in the district, and the state. She said it is great to see good things going on at View. The three girls did a wonderful job. They were confident and their voices were strong during the pledge. Member Suttles thanked Dr. Pillar and the Cabinet for the recognition. She acknowledged Mary Jo White's article in the *Delta-Waverly Community News* about Christmas gifts and said it was exceptional for the spirit of the season.

Board Member Comment (cont.)

Member Brewer-Williams congratulated the high school students for collecting \$250 to give to the food bank. She thanked Dr. Pillar, Cabinet and staff for the recognition. Member Brewer-Williams thanked the Friendship Squad, noting this process could be used in business. She acknowledged the partnership between Colt Elementary and Rosa Parks Middle School in Olney, Maryland. Students from Rosa Parks had heard about the troubled auto industry and want to help in some way for the holidays. They collected several cartons of toys and clothing which were shipped to Colt Elementary and distributed to families in need.

Member Brewer-Williams stated she would be unable to attend the retirement party for Miss Connie at Elmwood, but wished to recognize her tremendous value to Waverly, noting she will be greatly missed.

Member Martin wished Happy New Year and peace to all. She reported she attended the Reflections/Visions Christmas Concert at St. Stephen Lutheran Church and remarked that the voices were magnificent. She thanked Dr. Pillar and Cabinet for the gift and recognition and also for their wisdom and support to Board members. Member Martin told Principal Tisdale her students outdid themselves and said a lot of that is due to her leadership. She said she liked the name, the Friendship Squad, and thanked the students and parents for coming to the meeting. Member Martin said she is looking forward to the ribbon cutting ceremony at the new Ombudsman site. She referred to some Waverly people in the news and a January 9th *Lansing State Journal* editorial urging parents to engage in their children's schools.

President Broughton thanked administration for the gift, noting they have a knack for coming up with something special. He thanked Vickie Tisdale and the Windemere View students and parents for coming to the meeting.

Adoption of Agenda

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

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

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

The minutes of the regular meeting of December 15, 2008 were approved as presented.

High School Program of Studies 2009-2010 – Report #08-37 – For Action

A motion was presented by Member Brewer-Williams and supported by Member Martin. MOTION: The Board of Education approve the changes to the High School Program of Studies for the 2009-2010 school year as listed in Report #08-37 and the accompanying support material.

Member Brewer-Williams questioned the inclusion of the Business Communications Program listed in the Interdepartmental Courses. She said it is her understanding the course is no longer available. Dorothy Blackwell and Dave Percival indicated the program remains in the Program of Studies since it is possible a faculty member could agree to develop curriculum and offer the course at any time. They concurred they do not want to remove it as an option and lose it from future Programs of Studies.

Policy – Second Reading – Report #08-38 – For Action

A motion was presented by Member Jones and supported by Member Slocum. MOTION: The Board of Education approve the policy updates listed below at second reading: 2260.01 (Section 504/ADA); 3121 (Criminal History Records Check); 3130 (Assignment/Transfer); 3437.01 (Military Leave); 4121 (Criminal
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Policy – Second Reading – Report #08-38 – For Action (cont.)

History Records Check); 4437.01 (Military Leave); 5114 (Foreign Exchange Students); 5320 (Immunizations); 5605 (Suspension/Expulsion of students w/disabilities); 5610 (Emergency removal); and 8351 (Security Breach).

Member Brewer-Williams made suggestions for changes to several of the policies.

A motion was presented by Member Martin and supported by Member Slocum. MOTION: The Board of Education adopt the changes as discussed to the proposed policies.

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

The motion to adopt Report #08-38 as amended was approved.

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

******Financial Recommendation – Report # 08-39 - For Action***

The treasurer's report was approved as presented.

Personnel Report – For Information

The personnel report included information regarding a probation recommendation for Amanda Eakin, moving from 1st year to 2nd year; the employment of non-certified staff; the transfer of non-certified staff; the resignation of non-certified staff; and a high school coaching assignment.

Dr. Pillar acknowledged the resignation of Wendy Guilfoyle as the Winans ELMS, noting she had done a good job at Winans.

Superintendent's Report

Dr. Pillar reminded Board members there will be a ribbon cutting ceremony at the Ombudsman Alternative Education Center at 5433 W. Saginaw Highway on Friday, January 16th at 7:30 a.m. Representatives from Ombudsman Corporate office and Ingham ISD will participate, as will the Ombudsman staff and students. The Board's January work-study session will follow this ceremony at the new Delta Township District Library.

Dr. Pillar announced there are still three tickets available to Board members for the Monday, January 19th Martin Luther King Luncheon. Any Board member wanting a ticket needs to let Becky know tonight. Remaining tickets will be given to Yolanda Harris for middle school students to attend the event.

Dr. Pillar reported Friday, January 16th marks the end of the first semester. High school students will take exams January 14th-16th and will be in school half-days on these days.

Dr. Pillar reported a press release has been sent to the media regarding the Board's upcoming election on May 5th. The terms of Edith Suttles and Britt Slocum expire on June 30, 2009. The deadline for filing is February 10th at 4:00 p.m.

Dr. Pillar reported the Board's next regular meeting is Monday, February 9th at 7:30 p.m. This meeting will be preceded by Advisory Committee Meetings beginning at 6:00 p.m.

Dr. Pillar announced Barb Knighton was recognized in an article in the Fall/Winter Michigan State University College of Education publication "New Educator". The article, "Shaping Excellence in Early Social Studies", reports collaboration between Barb, Janet Alleman, and Jere Brophy who developed guiding principles for good primary classroom activities in social studies.

Superintendent's Report (cont.)

Dr. Pillar reported information on the state's fiscal situation. It is reported there is \$84 million dollars less in the school aid budget this year. No information on an executive order cut for the current school year has been released. The school aid budget for 2010 is expected to drop another \$100 million.

Dr. Pillar reminded Board members of the retirement party for Connie Hamilton on Tuesday, January 13th from 6:30 -8:00 p.m. at Elmwood Elementary.

Dr. Pillar reported the billboard in the food court at the Lansing Mall has been updated. The Waverly Community Schools "*Commitment*" is now on display.

Dr. Pillar reported the twelve school districts in the Ingham ISD are working together on security initiatives. Numbers are being affixed to all building entrances for identification purposes for emergency responders. In addition, a video developed through Ingham County Safe Schools Alliance is being shown to faculty and staff by principals.

Dr. Pillar reported a meeting of the Strategic Plan Ad Hoc Committee and Olga Holden of MASB is scheduled for January 21st to go over the process for the Thorough Review to be held in February.

Public Comment

None

Other Board Business

Member Brewer-Williams reported she has completed the 100 series of CBA classes on-line.

Member Slocum indicated he is not able to attend the MLK luncheon. He also announced the Chili Cook-off is scheduled for January 21st from 5:00-7:00 p.m. at the high school. This event is a fundraiser for the yearbook.

Member Suttles announced she is not seeking re-election to the Board of Education, noting 20 years was long enough, if not too long. Member Suttles stated it was a difficult decision because she loves doing this, but it's time.

President Broughton thanked Dorothy Blackwell, Dave Percival and the high school staff for their hard work on the Program of Studies, noting the timeline was appreciated.

Adjournment

The meeting adjourned at 8:25 p.m.

Respectfully submitted,

Edith J. Suttles, Secretary

***Consent Agenda

rlp

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
SPECIAL MEETING
January 16, 2009**

Opening of Meeting

The special meeting of the Waverly Community Schools Board of Education was called to order by President John Broughton at 8:55 a.m. in the Elmwood Room of the Delta Township District Library, 5130 Davenport Drive, Lansing, Michigan.

Members Present:

Mr. John Broughton, President (left at 9:30 a.m.)
Mr. Britt Slocum, Vice 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

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. Rob Spagnuolo, Business Manager
Mr. Al Momrik, Associate Director of Technology
Mr. Jeff Crawford, Supervisor of IT Services
Mr. Dave Percival, Principal, Waverly High School
Mr. Tracy Thomas, Deputy Principal, Waverly High School

Purpose

The purpose of the meeting was a scheduled Board work-study session.

Adjournment

The meeting was adjourned by Britt Slocum, Vice President, at 3:10 p.m.

Respectfully submitted,

Edith J. Suttles, Secretary

rlp

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR BOARD MEETING
February 9, 2009**

Report #08-40

FOR ACTION***

Subject: Financial Recommendation

Recommendation:

It is recommended the following be approved:

Approval of Treasurer's Report:

The General Fund Financial Report dated January 31, 2009 has been reviewed and it is recommended that the Report be approved. The cash balance as of December 31, 2008 was \$3,193,939.68. Receipts during January 2009 consist of current taxes and other revenues in the amount of \$3,381,751.20 less disbursements during January of \$2,682,934.58 left the district with a General Fund cash balance as of January 31, 2009 of \$3,892,756.30.

Waverly Community Schools
 Budget Status Report as of 1/31/09
 General Fund - Revenue Accounts

<u>Account</u>	<u>Description</u>	<u>Budget</u>	<u>Year To Date</u>	<u>Available Balance</u>	<u>Percent Available</u>
MAJOR CLASS 111 TOTALS	Property Tax Levy	9,531,746.00	5,267,516.46	4,264,229.54	44.74
MAJOR CLASS 119 TOTALS	Delinquent Taxes	50,000.00	12,590.34	37,409.66	74.82
MAJOR CLASS 131 TOTALS	Tuition	19,296.00	19,598.00	(302.00)	(1.57)
MAJOR CLASS 151 TOTALS	Interest On Investments	180,000.00	49,380.89	130,619.11	72.57
MAJOR CLASS 191 TOTALS	Rental on Buildings	25,000.00	14,825.90	10,174.10	40.70
MAJOR CLASS 199 TOTALS	Miscellaneous	28,665.00	25,814.29	2,850.71	9.94
MAJOR CLASS 311 TOTALS	State Revenue	18,517,939.00	6,832,320.77	11,685,618.23	63.10
MAJOR CLASS 413 TOTALS	Direct Federal Grants	23,478.00	0.00	23,478.00	100.00
MAJOR CLASS 414 TOTALS	Federal Grants	614,264.00	190,937.00	423,327.00	68.92
MAJOR CLASS 417 TOTALS	Grants Through Intermediates	526,734.00	206,682.05	320,051.95	60.76
MAJOR CLASS 418 TOTALS	Unrestricted Flow Thru Grants	17,000.00	8,656.67	8,343.33	49.08
MAJOR CLASS 519 TOTALS	IISD Reimbursements	1,765,300.00	855,730.58	909,569.42	51.52
MAJOR CLASS 592 TOTALS	Proceeds from Long-term Loan	453,627.00	453,627.00	0.00	0.00
	Total For Revenues	31,753,049.00	13,937,679.95	17,815,369.05	56.11

Waverly Community Schools
 Budget Status Report as of 1/31/09
 General Fund - Expense Accounts

<u>Account</u>	<u>Description</u>	<u>Budget</u>	<u>Year To Date</u>	<u>Available Balance</u>	<u>Percent Available</u>
FUNCTION 111 TOTALS	Elementary	7,716,433.00	3,559,897.17	4,156,535.83	53.87
FUNCTION 112 TOTALS	Middle School	2,480,228.00	1,161,015.36	1,319,212.64	53.19
FUNCTION 113 TOTALS	High School	5,606,635.00	2,670,978.42	2,935,656.58	52.36
FUNCTION 119 TOTALS	Summer School	27,478.00	7,823.32	19,654.68	71.53
FUNCTION 122 TOTALS	Special Education	3,244,637.00	1,488,456.28	1,756,180.72	54.13
FUNCTION 125 TOTALS	Compensatory Education	461,192.00	198,967.30	262,224.70	56.86
FUNCTION 199 TOTALS	Holding Account for Employee Benefits	14,600.00	0.00	14,600.00	100.00
FUNCTION 212 TOTALS	Guidance Services	594,857.00	273,352.86	321,504.14	54.05
FUNCTION 215 TOTALS	Speech Pathology & Audiology	551,239.00	245,967.68	305,271.32	55.38
FUNCTION 216 TOTALS	Social Work Services	570,477.00	260,608.25	309,868.75	54.32
FUNCTION 218 TOTALS	Teacher Consultant	289,583.00	140,838.33	148,744.67	51.37
FUNCTION 219 TOTALS	Other Pupil Services	52,748.00	47,212.21	5,535.79	10.49
FUNCTION 221 TOTALS	Improvement of Instruction	506,485.00	138,617.50	367,867.50	72.63
FUNCTION 222 TOTALS	Educational Media Services	1,282,578.00	664,939.84	617,638.16	48.16
FUNCTION 226 TOTALS	Supervision & Direction	369,095.00	222,055.34	147,039.66	39.84
FUNCTION 231 TOTALS	Board of Education	87,450.00	42,189.76	45,260.24	51.76
FUNCTION 232 TOTALS	Executive Administration	304,093.00	171,681.81	132,411.19	43.54
FUNCTION 241 TOTALS	Office of the Principal	1,889,112.00	1,105,907.13	783,204.87	41.46
FUNCTION 249 TOTALS	Other School Administration	92,457.00	10,885.75	81,571.25	88.23
FUNCTION 252 TOTALS	Fiscal Services	366,676.00	219,380.57	147,295.43	40.17
FUNCTION 257 TOTALS	Internal Services	59,260.00	41,078.30	18,181.70	30.68
FUNCTION 259 TOTALS	Other Business Services	69,788.00	64,471.33	5,316.67	7.62
FUNCTION 261 TOTALS	Operating Building Services	3,784,668.00	1,967,879.37	1,816,788.63	48.00
FUNCTION 266 TOTALS	Security Services	83,309.00	40,799.94	42,509.06	51.03
FUNCTION 271 TOTALS	Pupil Transportation Services	858,547.00	424,409.34	434,137.66	50.57
FUNCTION 283 TOTALS	Staff/Personnel Services	190,863.00	114,499.15	76,363.85	40.01
FUNCTION 284 TOTALS	Information Management Services	231,006.00	162,329.77	68,676.23	29.73
FUNCTION 285 TOTALS	Other Central Services	1,000.00	270.60	729.40	72.94
FUNCTION 299 TOTALS	Other Support Services	35,000.00	8,724.00	26,276.00	75.07
FUNCTION 331 TOTALS	Communication	30,446.00	18,836.23	11,609.77	38.13
FUNCTION 511 TOTALS	Equipment Loan Principal & Interest	156,436.00	156,435.80	0.20	0.00
FUNCTION 621 TOTALS	Athletic/Activities & Child Care Support	620,027.00	374,800.42	245,226.58	39.55
Total for Expenses		32,628,403.00	16,005,309.13	16,623,093.87	50.95

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
February 9, 2009**

Report #09-41

Subject: Personnel Summary

FOR ACTION

I. INSTRUCTION AND SUPPORT

A. Resignation – Administrative

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective</u>
David Percival	HS Principal	Personal	6/30/09

B. Employment – Certified

<u>Name</u>	<u>Position</u>	<u>Step/Salary</u>	<u>Effective</u>
Jennifer Spurbeck	HS/East Orchestra Teacher	BA+20, Step 1/\$24,862	12/8/08

FOR INFORMATION

A. Employment – Non Certified

<u>Name</u>	<u>Position</u>	<u>Class/Salary</u>	<u>Effective</u>
Leanne Brown	East Child Care Site Supervisor	\$10/Hour	12/23/08
Melana Eagle	Elmwood Child Care Assistant	\$7.50/Hour	1/19/09

B. Transfer – Non Certified

<u>Name</u>	<u>Position</u>	<u>Class/Salary</u>	<u>Effective</u>
Dian Whitford	From: Elmwood Child Care Instructor	\$8.30	2/2/09
	To: Elmwood Site Supervisor	\$10.00	

C. Retirement – Non Certified

<u>Name</u>	<u>Position</u>	<u>Years</u>	<u>Effective</u>
Debra Tackitt	View Custodian	20	4/24/09

D. Resignation – Non Certified

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective</u>
Benjamin Phinney	Elmwood Child Care	Personal	1/5/09

Waverly Community Schools

Personnel Office

STAFF APPOINTMENTS

2008-09

NAME:	Jennifer Spurbeck
POSITION:	HS/East Orchestra Teacher
SALARY:	BA+20, Step 1
START DATE:	December 8, 2008
NUMBER INTERVIEWED:	7 Candidates
DEMO INTERVIEW NUMBER:	3 Candidates
DISTRICT SUBSTITUTE:	Yes
STUDENT TEACHER:	No
CERTIFICATION:	Music Education
COLLEGE:	Michigan State University
OTHER:	Has been a long term sub