



**Waverly Community Schools**

**Organizational Meeting Meeting**

**Monday, July 8, 2013 6:00 PM**

# Agenda of Organizational Meeting Meeting

## The Board of Education Waverly Community Schools

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A Organizational Meeting meeting of the Board of Education of Waverly Community Schools will be held July 8, 2013, beginning at 6:00 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.

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- VIII. Organizational Meeting Activities
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### *Pledge*

In support of the Waverly Community Schools' Strategic Plan and with the deepest sense of responsibility and conviction we, the members of the Waverly Community Schools Board of Education, pledge the following:

- To understand our authority exists only when acting collectively with fellow board members.
- That our authority is derived from and obliged to serve the interests of our entire community.
- To exemplify ethical behavior and conduct that is above reproach.
- To engage in an ongoing process of board development and education and continuous improvement.
- To be prepared to participate in open, honest, and civil deliberation with and among my colleagues.
- To vote my conscience for the good of the school district and the community, and to support the decisions and policies we make.
- To honor the division of responsibility between the board, the superintendent and staff.
- To contribute in creating a spirit of true cooperation and mutually supportive relationships within our community.

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
REGULAR MEETING  
June 24, 2013**

***Opening of Meeting***

The regular meeting of the Waverly Community Schools Board of Education was called to order by President Britt Slocum at 6:30 p.m. in the Administrative Center Board Room, 515 Snow Road, Lansing, Michigan.

***Members Present:***

Mr. Britt Slocum, President  
Mrs. Angela Witwer, Vice President  
Mr. Calvin L. Jones, Treasurer  
Mrs. Melissa Sherry, Vice Secretary/Treasurer  
Mr. Alan Wright, Trustee  
Mr. William Altimore, Trustee

***Staff Absent:***

Mrs. Mary Ann Martin, Secretary

***Staff Present:***

Terry Urquhart, Superintendent  
Evan Nuffer, Director of Finance  
Dorothy Blackwell, Chief Academic Officer  
Vincent C. Perkins, Director of Human Services  
Gloria Gonzalez, Student Services Administrator  
Al Momrik, Director of Technology  
Tim Lyman  
Bill Davis  
Bruce Henderson  
Gretchen Mikula  
Linda Blair  
Helene McNeilly  
Tracy Mishler  
Rebecca Pease

***Others Present:***

Tammy Thompson  
Crystal Perry  
Jamie Owens  
Phyllis Manuel  
Cinda Eltzroth  
Daniel Blair  
Eleanor Fisher  
Colleen Urquhart  
Stan Kogut  
Mike Lilly  
Craig Mestemaker, Bretton Woods Lions Club  
Toby VanRiper, Bretton Woods Lions Club  
Phil Scozzafave, Bretton Woods Lions Club

***Pledge***

The pledge of allegiance was led by Bill Davis.

***Special Presentations***

None.

***Correspondence***

President Slocum reported an email had been received from a technology staff member. Also received was correspondence from Planned Parenthood.

***Public Comment***

Addressing the Board during Public Comment were Crystal Perry, Craig Mestemaker, Tim Lyman, Jamie Owens, and Phyllis Manuel.

Craig Mestemaker of the Bretton Woods Lions Club, presented a check for \$2,000 to Elmwood Elementary Principal, Tim Lyman towards the school's walking track. Also representing the Lions Club were Tony VanRiper and Phil Schozzfave.

***Student Representative Report***

None

***Board Member Comment***

President Slocum thanked the Bretton Woods Lions Club for its donations to Elmwood Elementary School and the Waverly Softball Boosters.

***Adoption of Agenda***

A motion was presented by Member Jones and supported by Member Witwer. MOTION: The Board of Education approves the adoption of the agenda as presented.

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

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

The minutes of the special meeting of June 10, 2013 and the regular meeting of June 10, 2013 were approved as presented.

***Budget Amendment 2012-2013 (3<sup>rd</sup> revision) – Report #12-86 – For Action***

A motion was presented by Member Wright and supported by Member Altimore. MOTION: The Board of Education approves the 2012-2013 General Fund Budget as presented, showing revenues of \$29,159,223 and expenditures of \$30,712,033.

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

***Personnel Recommendations – Report #12-87 – For Action***

A motion was presented by Member Sherry and supported by Member Jones. MOTION: The Board of Education approves the resignation of Karen Berry (Winans 2<sup>nd</sup> grade teacher) and the resignation of Elise Wile (.5 Title I Parapro).

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

***Superintendent's Contract – Report #12-88 – For Action***

A motion was presented by Member Witwer and supported by Member Jones. MOTION: The Board of Education extends the Superintendent's contract two years through June, 2016, with the following salary structure: 2013/2014 – No Change; 2014/2015 - \$150,000; 2015/2016 – To Be Determined.

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

***Technology Proposals – For Discussion***

The Board of Education received RFPs from Waverly's Technology Department and Ingham Intermediate School District's Technology Department on Thursday, June 20. Board members discussed each RFP and received clarification and further information from representatives of the two organizations.

***Superintendent's Report***

Mr. Urquhart stated he had wanted to entertain the concept of having one Committee meeting and one Board meeting per month, but has decided not to make that recommendation at this time.

***Public Comment***

None

***Other Board Business***

Member Wright stated he has sent Mr. Lyman his donation for the Elmwood track, and challenged everyone else to do so.

President Slocum asked Board members to inform him of vacation schedules. He indicated he is looking down the road to having a special Board professional development session about what Waverly looks like in the future.

***Adjournment***

The meeting adjourned at 7:20 p.m.

Respectfully submitted,

Melissa Sherry, Vice Secretary/Treasurer

rlp

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
ORGANIZATIONAL BOARD MEETING  
July 8, 2013**

**Report 13-01**

**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:

<b><u>2013</u></b>	<b><u>2014</u></b>
August 12*	January 13*
September 9+	February 10+
September 23	February 24
October 14*	March 10*
November 11+	April 21*
November 25	May 12+
December 9*	May 27 ^ (Tuesday)
	June 9+
	June 23

All regular meetings will begin at 6:30 P.M. and will be held in the Administrative Center's Board Room. Meetings held on the second Monday of the month, when there are two meetings that month, will be preceded by Advisory Committee meetings beginning at 5:00 p.m.

\* denotes one meeting per month

+ denotes meeting preceded at 6:00 p.m. by Advisory Committee meetings

^ denotes Tuesday night meeting due to the Memorial Day holiday

A special organizational meeting of the Board of Education for the 2014-2015 school year will be held on Monday, July 7, 2014 at 6:00 p.m.

Board work/study sessions will be held on August 26, October 28, January 27, and March 24 at a site to be determined.

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
ORGANIZATIONAL MEETING  
July 8, 2013**

**Report #13-02**

**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 – Payroll

**COMERICA BANK**

Lunch – Checking and Investments

Community Services – Checking and Investments

General Fund – Checking and Investments

Debt 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. Funds for Trust & Agency, Preschool, Food Services and Debt Retirement are held with Comerica Bank in segregated accounts so as not to comingle those funds.

**Budget Impact:**

Not applicable

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
ORGANIZATIONAL MEETING  
July 8, 2013**

**Report #13-03**

**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 served as counsel to the Board and their performance has been judged satisfactory. 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 2013 by Thrun Law Firm, P.C. was \$1,600.

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
ORGANIZATIONAL MEETING  
July 8, 2013**

**Report #13-04**

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

**Subject:** Designation of Audit Firm for 2013-2014

**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, 2014

**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 annual financial audit in 2012-2013 was \$27,925.

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
ORGANIZATIONAL MEETING  
July 8, 2013**

**Report #13-05**

**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 2013-2014 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 of Finance.

**General Fund  
Trust & Agency Fund  
Waverly Community Services Fund  
Lunch Fund  
Debt Fund**

The Director of Finance 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 of Finance to sign purchase orders for the 2013-2014 fiscal year.

The Superintendent recommends the Board of Education authorize the Superintendent to sign contracts and agreements for the 2013-2014 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  
ORGANIZATIONAL MEETING  
July 8, 2013**

**Report #13-06**

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

**Subject:** Designation of Electronic Transfer Officer (ETO)

**Recommendation:**

The Superintendent recommends the Board of Education designate the Treasurer and the Director of Finance as the Electronic Transfer Officers (ETO) for the 2013-2014 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  
ORGANIZATIONAL MEETING  
July 8, 2013**

**Report #13-07**

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

**Subject:** Designation of Person to Post Meetings

**Recommendation:**

The Superintendent recommends the Recording Secretary to the Board of Education be designated as the person to post meetings of the Board of Education. In her absence, the Superintendent shall appoint a person to post individual meetings as required.

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
SPECIAL MEETING  
July 8, 2013**

**Report #13-08**

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

**Subject:** Designation of Charitable Giving Fiscal Agents

**Recommendation:**

The Superintendent recommends the Waverly Community Schools Board of Education select the Capital Area United Way and the Waverly Education Foundation as its charitable giving campaign fiscal agents for the 2013-2014 school year.

**Statement of Purpose/Issue:**

This action by the Board of Education establishes the Capital Area United Way and the Waverly Education Foundation as the only two agencies having access to the district's payroll deduction process for the purpose of conducting their charitable giving campaigns for the 2013-2014 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 agents 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  
SPECIAL MEETING  
July 8, 2013**

**Report #13-09**

**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, 2013 through July 31, 2014.

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, 2013 and shall remain effective until July 31, 2014, during which the authorization may not be revoked.

**Background Information/Historical Perspective:**

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 the Board."

**Rationale 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 8, 2013**

**Report #13-10**

**FORACTION**

**Subject:** High School Textbook Approval and Purchase for the 2013-2014 School Year

**Recommendation:**

The Superintendent recommends the Board of Education approves the following:

• Statistics Through Applications ISBN-10: 1429219742	Statistics	(New Course)	\$111.76/ea.
• Essentials of Anatomy & Physiology ISBN-13:978-0-13-282772-0	H A & P	(New Course)	\$40.49/ea.
• Plants & Society 6 <sup>th</sup> ed. ISBN-10:0073524220	Botany	(New Course)	\$139.65/ea.
• Chemistry & Chemical Activity ISBN-978-1-1114-2704-7	AP Chem		\$160.99/ea.
• Environmental Science ISBN-978-0-13-253453-6	Env. Sci.		\$89.06/ea.
• West's American Government ISBN-10:0658020951	Government		<u>\$87.49/ea.</u>
Total Cost			\$24,268.78

**Statement of Purpose/Issue:**

The following texts are needed to supplement the new course offerings in the seven-period schedule.

**Budget Impact:**

The total cost for the 2013-2014 budget will be \$24,268.78.

**Historical Perspective:**

Textbooks are normal support materials that help give our teachers and students the skills needed to master the concepts that are part of these disciplines. Textbook approval is a function of the Board of Education for new courses offered at any level K-12.

**Discussion of Options:**

The board may adopt the recommendation as presented, reject the recommendation or table the recommendation for further study.

**Rationale for Recommendation:**

These textbooks provide some of the necessary information necessary for the complete understanding of the main concepts presented in each of these new courses. In essence these materials help provide a guide for the main topics in the course being offered.

**Strategic Plan Reference:**

As part of Strategy # 3, Instruction, this recommendation will allow Waverly Community Schools to enhance the quality of instruction being offered in the classroom.

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
REGULAR BOARD MEETING  
July 8, 2013**

**Report #13-11**

**FOR ACTION**

**Subject:**

Variable Speed Drive Installation Award

**Recommendation:**

The Superintendent recommends the Board of Education approves the installation of Variable Speed Drives to the lowest cost bidder who meets minimum specifications, per Board Policy 6320 (Purchasing)

**Statement of Purpose:**

The purpose of this project is to install the fifty-seven (57) pre-purchased variable speed drives as part of the 2013 School Facility Improvement Project.

**Background Information:**

The Board of Education authorized a School Facility Improvement project by selling bonds in the amount of \$1.17 million. The installation of Variable Speed Drives is one activity of the School Facility Improvement Project. Per Section 1267 of the Revised School Code an advertisement for bids for this project was placed in the Delta-Waverly Community Newspaper and was posted at [www.bid4michigan.com](http://www.bid4michigan.com) for 2 weeks. A pre-bid meeting was held on June 25, 2013 at 8:00 a.m. for interested bidders. Five potential bidders participated in the pre-bid meeting. A public opening of the bids was held on July 1, 2013, where three bids were received and read aloud. After careful consideration of the bids, and a phone interview with the lowest bidder, it is recommended the award be given to the JC Electric.

**Budget Impact:**

Attached is a summary of all the bids received. The lowest bidder submitted a base bid of \$85,262.

**Discussion of Options:**

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

- 1) Award the base bid to JC Electric
- 2) Award the base bid to another bidder
- 3) Table the recommendation until a future date
- 4) Reject all the bids

**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 BOARD MEETING  
July 8, 2013**

**Report #13-12**

**FOR ACTION**

**Subject:**

2013 Refunding Bonds (Taxable) Resolution

**Recommendation:**

The Superintendent recommends the Board of Education approve the amended resolution to refund the callable portion of the 2005 Refunding Bonds.

**Statement of Purpose:**

The purpose is to authorize the sale of taxable refunding bonds, the proceeds of which will be used to repay the callable portion of the principal on the 2005 Refunding Bonds. The amount necessary to refund the callable portion is estimated at \$23,075,000. The amended resolution will allow the District the option to execute the sale through a Direct Bank Purchase, or by selling them in the capital market through the assistance of an underwriter.

**Budget Impact:**

There is no impact to the General Fund of the District.

**Historical Perspective:**

Under the terms of Public Act 451 of 1976, as amended, the School District is authorized to issue bonds. The District authorized bonds in the amount of \$49,000,000 on June 12, 2000 and authorized an advance refunding of those bonds in 2005.

**Discussion of Options:**

The Board of Education can entertain a motion to adopt the amended resolution as presented, or reject the resolution.

**Rationale for Recommendation:**

The rationale for refunding the callable portions of the outstanding 2005 Refunding Bonds is to obtain interest rate savings on the existing callable portions of the 2005 Refunding Bonds. The current interest rates on the 2005 Refunding Bonds are 5.00%. The estimated rate on the Taxable Refunding Bonds is 2.55%, providing a net present value savings estimated at \$650,560 or 3.1% of the principal amount.

**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 BOARD MEETING  
July 8, 2013**

**Report #13-13**

**FOR ACTION**

**Subject:**

Resolution to Reimburse General Fund relative to 2013 Building and Site Bonds, Series I

**Recommendation:**

The Superintendent recommends the Board of Education approve the resolution to reimburse expenditures made in advance of receipt of bond proceeds relative to the 2013 Building and Site Bonds, Series I

**Statement of Purpose:**

The purpose of this resolution is to authorize the reimbursement of expenditures, incurred by the General Fund, in advance of receipt of bond proceeds in anticipation and preparation for the Building and Site projects.

**Budget Impact:**

There is no budgetary impact to the General Fund of the District. The District is anticipating bond proceeds to be received for this project no later than August 31, 2013. The District will have sufficient cash resources to incur expenditures for the 2013 Building and Site project, until such time that bond proceeds are received to reimburse the General Fund.

**Historical Perspective:**

The Internal Revenue Service, under Section 1.150-2, authorizes the allocation of bond proceeds to reimburse expenditures previously made by an issuer of bonds.

**Discussion of Options:**

The Board of Education can entertain a motion to adopt the resolution as presented, or reject the resolution.

**Rationale for Recommendation:**

On May 7, 2013 a special election was held for the purpose of proposing a ballot question to authorize Waverly Community Schools to borrow the sum of \$18,470,000 and issue its general obligation unlimited tax bonds therefor, in one or more series. The ballot proposal having received sufficient votes was approved. In order to begin work on the technology improvements prior to the receipt of the bond proceeds, we must obtain Board approval to reimburse expenditures made by the General Fund relative to the 2013 Building and Site Bonds, Series I.

**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, Ingham, Eaton and Clinton Counties, Michigan (the "District").

A \_\_\_\_\_ meeting of the board of education (the "Board") of the District was held in the \_\_\_\_\_, in the District on the 8th day of July, 2013, at \_\_\_\_\_ o'clock in the \_\_\_\_\_.

The meeting was called to order by \_\_\_\_\_, President.

Present:       Members

Absent:        Members

The following preamble and resolution were offered by Member \_\_\_\_\_ and supported by Member \_\_\_\_\_:

**WHEREAS:**

1.       The District held a special election in the District on May 7, 2013, by which the electors of the District granted authority for the District to incur tax-exempt debt by borrowing not to exceed Eighteen Million Four Hundred Seventy Thousand Dollars (\$18,470,000) to acquire and install instructional technology for school buildings; equip and re-equip school buildings for instructional technology; partially remodel, equip and re-equip and furnish and refurnish school facilities; purchase school buses; and develop, improve and equip sites (the "Project"); and

2.       The Internal Revenue Service authorizes, by regulation, the allocation of bond proceeds to reimburse expenditures previously made by an issuer of bonds, being Section 1.150-2; and

3.       In anticipation and preparation for the Project, the District will incur certain expenses in advance of receipt of bond proceeds; and

4.       Payments of such expenses made by the Board are an advance from the General Fund to be repaid upon the approval and receipt of bond proceeds.

**NOW, THEREFORE, BE IT RESOLVED THAT:**

1.       All of the payments of expenses initially to be made with funds other than proceeds of the 2013 School Building and Site Bonds, Series I (the "Bonds") and then to be reimbursed by the District from proceeds of the Bonds will be for costs of a type properly chargeable to the capital account of the project under general income tax principles, non-recurring working capital expenditures (of a type not customarily payable from current revenues), or costs of issuing the Bonds. Other than any preliminary expenditures for architectural, engineering, surveying, soil testing, costs of issuing the Bonds, or similar purposes that may have been paid more than sixty (60)

days prior to the date of this resolution, all such expenditures have been paid not more than sixty (60) days earlier than the date of this resolution or will be paid on or after the date of this resolution.

2. The payments of expenses and the purposes of said payments are hereby approved, and the monies are authorized to be advanced from monies on hand in the General Fund, which monies will be repaid to the General Fund from the Bond proceeds when received. The debt service for the Bonds will be paid from unlimited tax revenues.

3. The District shall reimburse the General Fund not earlier than the date on which the expenses are paid and not later than the latter of:

- (a) the date that is eighteen (18) months after the expenses are paid, or
- (b) the date the Project is placed in service or abandoned, but in no event more than three (3) years after the expenses are paid.

4. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

Ayes: Members

Nays: Members

Resolution declared adopted.

\_\_\_\_\_  
Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of Waverly Community Schools, Ingham, Eaton and Clinton Counties, Michigan, hereby certifies that the foregoing is a true and complete copy of a resolution adopted by the Board at a \_\_\_\_\_ meeting held on July 8, 2013, the original of which resolution is a part of the Board's minutes and further certifies that notice of the meeting was given to the public under the Open Meetings Act, 1976 PA 267, as amended.

\_\_\_\_\_  
Secretary, Board of Education

CJI/klg

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
REGULAR MEETING  
July 8, 2013**

**Report #13-14**

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

**Subject:            Personnel Recommendations**

<b>A.        <u>Retirement –Non Certified</u></b>			
<u>Name</u>	<u>Position</u>	<u>Years</u>	<u>Effective</u>
Linda Blair	District Technician	14	8/1/13
<b>B.        <u>Resignation-Non Certified</u></b>			
<u>Name</u>	<u>Position</u>	<u>Years</u>	<u>Effective</u>
F. Gail LaLonde	Payroll Specialist	15	7/26/13
<b>C.        <u>Transfer –Non Certified</u></b>			
<u>Name</u>	<u>Position</u>		<u>Effective</u>
Keenan Lewis	From: Class C 3 <sup>rd</sup> Shift High School To: Class C 2 <sup>nd</sup> Shift Colt		6/24/13

**Waverly Community Schools  
Board of Education  
Regular Meeting  
July 8, 2013**

**Report #13-15**

**FOR ACTION**

**Subject:**           **Technology Shared Services Proposal**

**Recommendation:**

The Superintendent recommends the Board of Education enters into an agreement with Ingham Intermediate School District (IISD) to accept an efficient, cost-effective model of technology support including operational, infrastructure and instructional technology.

**Statement of Purpose:**

A collaborative approach of technology service delivery will leverage shared systems and take advantage of a shared talent pool to service all areas of technology needs. Technology services will be delivered by IISD through a combination of remote and on-site services to maximize resources while minimizing costs.

**Background Information:**

A technology audit conducted in 2010 and a subsequent audit conducted in 2013 identified opportunities for improvements in our current technology service delivery model. The current proposal from IISD provides an opportunity to increase end user support both on-site and remotely at a reduced cost.

**Budget Impact:**

The budgeted cost of salaries and benefits for Waverly staff for the 2013-2014 school year is \$425,910. The ISD proposal for technology services for the first year, to ensure a successful implementation, is \$392,120, decreasing to an estimated \$322,730 in subsequent years to be structured at a fixed cost, based on pupil membership, to allow flexibility for optimal staffing configurations as determined by Waverly administration. This would result in a proposed savings of \$906,828 over the ten year period associated with the technology bond. Once fully implemented the District can anticipate additional savings and increased productivity by moving towards shared, common systems.

**Discussion of Options:**

The Board may entertain a motion to approve the recommendation, table the recommendation until a future date, or reject the recommendation.

**Strategic Plan Reference:**

We will enhance and implement the tools and instruction to develop each student's proficiency in the 21<sup>st</sup> century technology skills.