



Waverly Community Schools

Regular Meeting

Monday, November 11, 2013 6:30 PM

Agenda of Regular Meeting

The Board of Education Waverly Community Schools

A Regular meeting of the Board of Education of Waverly Community Schools will be held November 11, 2013, beginning at 6:30 PM in the Board Room, 515 Snow Road, Lansing, MI.

The subjects to be discussed or considered or upon which any formal action may be taken are as listed below. Items do not have to be taken in the order shown on this meeting notice.

Unless removed from the consent agenda, items identified within the consent agenda will be acted on at one time.

- I. Call to Order and Pledge to the Flag - President Britt Slocum
- II. Special Presentations
 - A. Recognition of Barbara Knighton - Social Studies Teacher of the Year
 - B. East Intermediate School Instructional Report - Principal Vickie Tisdale
 - C. Winans Elementary School Instructional Report - Principal Dorothy Blackwell
 - D. Colt Early Childhood Education Center Instructional Report - Principal Shawn Talifarro
- III. Correspondence
- 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. Facility & Policy
 - 1. Recommendation to approve Report #13-31, Policy (2nd Reading) 12
 - 2. Recommendation by the Facilities/Policy Committee
 - B. Finance & Personnel
 - 1. ***Recommendation to approve Report #13-33, Financial Report 14
 - 2. ***Recommendation to approve Report #13-34, Summer Tax Levy Resolution 17
 - 3. ***Recommendation to approve Report #13-35, Personnel Report 20
- X. Superintendent's Report
- XI. Public Comment

XII. Other Board Business

XIII. Adjournment

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
October 14, 2013**

Opening of Meeting

The regular meeting of the Waverly Community Schools Board of Education was called to order by Vice President Angela Witwer at 6:32 p.m. in the Board Room of the Waverly Community Schools Administrative Office, 515 Snow Road, Lansing, Michigan.

Members Present:

Mrs. Angela Witwer, Vice President
Mrs. Mary Ann Martin, Secretary
Mr. Calvin L. Jones, Treasurer
Mrs. Melissa Sherry, Vice Secretary/Treasurer
Mr. Alan Wright, Trustee
Mr. Joe Chahine, Trustee

Member Absent:

Mr. Britt Slocum, President

Staff Present:

Terry Urquhart, Superintendent
Evan Nuffer, Director of Finance
Bill Davis
Marilyn Hobrla
Tim Lyman
Troy Lindley
Mike Moreno
Justin Haas
Cindy VanderSteen
Shawn Talifarro
Steve Matzen
Pat Albright
Michelle Frederick
Rebecca Pease

Others Present:

Dominic Redman
Emily Stokes
Anne Slocum
Bridgette Redman
Chris Blank
John Fisher
Liam Robertson
Sean Fisher
Joe Wright
Mike Foster
Jamie Essenmacher
Tammy Tabor-Spitzley

Pledge

Boys Scouts from Troop 111 posted the flags and led the pledge of allegiance. Participating were Liam Robertson, Sean Fisher, and Joe Wright. Their leaders, Chris Blank and John Fisher, accompanied them.

Special Presentations

Dominic Redman and Emily Stokes provided a sneak peek at the upcoming High School play, "Much Ado about Nothing" to be presented November 8, 9, 14, 15, and 16 at 7:00 p.m. in the High School Auditorium.

Special Presentations (cont.)

Mike Foster and Jamie Essenmacher of Plante & Moran presented information to the Board on the District's audit for the 2012-2013 school year. The District received an unqualified opinion and the highest level of assurance. In the opinion of the auditors it was one of the best audits we've ever had. The presentation included a management letter and a summary displayed in charts and graphs. The auditors praised Mr. Nuffer and his staff for their efforts.

Principal Shawn Talifarro introduced Steve Matzen, who has been hired as a Kindergarten teacher at Colt. Steve, a Waverly graduate, has a bachelor's degree from Western Michigan University and previously taught Kindergarten in Durand.

Principal Troy Lindley presented the Waverly High School 2013-2014 Instructional Plan Update. In the Reading Across Curriculum Update, the objectives are to improve reading comprehension across the curriculum with pre-reading strategies in all classes and improve vocabulary across the curriculum with pre-reading strategies in all classes. Mr. Lindley presented ACT/MME Data comparing data from 2011-2012 and 2012-2013. He reported the high school is testing all Freshmen and Sophomores with the Gates-McGinitie test in reading comprehension and vocabulary in September and February, and will compare and analyze both test scores for improvement, communicating to parents the change in results. The staff will also continue administering ACT-like questions and is rejuvenating the TLT program.

Principal Mike Moreno presented the Waverly Middle School 2013-2014 Instructional Highlight. The challenge is to review all MEAP scores with an emphasis on Science and Math. Scores have increased on the top to bottom list, but not enough. Eighth grade math is at 28% and science is at 8%. MEAP preparation will take place in core classes, there will be targeted math and science MEAP prep in intervention class, teachers will be integrating clear learning targets, aligning course units of instruction and assessments, and continuing explicit behavior instruction school-wide. Expected outcomes are that students will be able to review and re-learn MEAP standard items in core content areas, improve MEAP scores overall 5% across subject areas, and Math and Science students will receive targeted review and re-teaching.

Elmwood Principal Tim Lyman introduced teachers Marilyn Hobrla, Justin Haas and Cindy VanderSteen, and PTO president Tammy Tabor-Spitzley who were in attendance at the meeting. His instructional plan for the 2013-14 school year is to implement a Power ½ Hour for grade level intervention blocks and implement common core curriculum for math and ELA. In addition, Elmwood staff will plan common units of instruction in math and ELA (2012-2014), plan common units of instruction for science and social studies (2013-2015), and provide thinking activities. Elmwood's results to date for 4th grade show an average weekly test score of 77% in Reading Street and 78% in Common Core Math. Third grade results show an average weekly test score of 70% in Reading Street. MEAP testing is moving along well. Attendance has been good and students are working hard.

Correspondence

None

Public Comment

Addressing the Board during Public Comment was Michelle Frederick.

Student Representative Report

Student Representative Kyle Ranieri reported Juniors and some Sophomores will be taking the PSAT/NMSQT on October 16. This test is a practice for the SAT as well as the qualification exam for the National Merit Scholarship. Last year three students, Kelly Patterson, Katie Marrison and Greg Johnson, took this test and were National Merit Semifinalists.

Student Representative Report (cont.)

Next Monday, October 21, Interact will be hosting its annual Pumpkin Painting Drive. Students from every grade will come together during lunch to paint pumpkins with Halloween-related faces. These pumpkins, around 100 every year, are then given to local senior citizens through the Meals on Wheels program in coordination with the Tri-County Office on Aging. The senior citizens that receive these pumpkins have always expressed gratitude for receiving them and say it is nice to know someone is thinking of them.

Also on October 21st, Waverly's Quizbowl Team will be competing against Charlotte on the set of the WKAR show Quizbusters.

On Thursday, October 24th, the National Honor Society will be hosting its first of two blood drives. Waverly is known for being one of the largest donors among high schools and the National Honor Society makes sure that reputation continues through extensive planning and student participation in the event. The Gay-Straight Alliance will be holding a bake sale on this day to educate people about the FDA's outdated ban on gay males from giving blood.

The Spanish Honor Society will be taking its annual trek to World Medical Relief in Detroit on November 2nd. Students and parents caravan to southeast Michigan and perform a variety of tasks from separating medical supplies to heavy lifting of large boxes of medical supplies that are ultimately sent to Third World countries in need of such items. After their hard work, everyone makes a trip to Mexicantown and enjoys an authentic Mexican lunch.

Board Member Comment

Member Jones thanked all the presenters, noting he really enjoyed hearing the academic presentations and where we are going academically. He also thanked the members of the theatre club for a job well done. Member Jones reported the Board held a joint meeting with the Delta Township Board and discussed collaborating efforts of mutual interest. He suggested the Board looked into an opportunity to meet with the Lansing Township Board as we need to know where they are going and they need to know where we are going. Member Jones acknowledged Waverly graduate Peter Spadafore who received a Ten over Ten Award, given to young people who are doing outstanding things. He also acknowledged Waverly graduates, Chris Stock who will be participating in his first full Ironman race in Hawaii, and Noelle Miles who will be inducted into the prestigious National Society of Collegiate Scholars in late October.

Member Martin stated she had the pleasure of attending the football game on Friday night and sat next to stat person from the opposing team who said Waverly's offense and defense were definitely the best they'd seen this year since they usually have a running clock in the second half. She thought that was a great moment of pride. Member Martin congratulated the marching band on its great pregame and halftime performances.

Member Wright reported he attended the Grand Ledge Marching Band Invitational and Waverly's performance was amazing. He also stated that Waverly has five students in the Michigan State University marching band this year. Member Wright reported he met with the Technology Bond Steering Committee and Tech Bond Committee and noted the members are planning carefully, knowing they have to keep going. He thanked all of them for serving on the committees and doing a good job, stating that we are going to have some really great things.

Member Chahine thanked the principals for their reports. He also acknowledged the receipt of a brochure from Grand Ledge in his mailbox, stating it is not good that they are fishing in our community.

Member Witwer stated she loved everyone's comments on the band. She also stated the meeting with Delta Township was good for Waverly.

Board Member Comment (cont.)

District administration, under Member Witwer’s lead, has been working on a redesign of the Waverly logo to give a fresh, clean start for Waverly Community Schools, and make people understand we are proud of who we are. The bottom line is nothing but excellence. The new logo and slogan will provide a unified brand for the district. Superintendent Urquhart announced a professional artist gave us a redesign of our current logo. Options were presented to district staff, put on the District’s website, and in Delta-Waverly Community news to get feedback. Member Witwer and Superintendent Urquhart presented the new logo and slogan for the District by unveiling a new Board Room wall sign and podium sign which were donated by Board President Britt Slocum.

Adoption of Agenda

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

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

Facility and Policy Committee Report

Member Wright reported the Facility and Policy Committee met on October 14, with Members Wright, Chahine, Martin, and Superintendent Urquhart attending. He reviewed the first reading changes in the policies listed below:

Bylaw 0144.3	Conflict of Interest	Revised
Bylaw 0160	Agenda	Revised
Policy 1400	Job Descriptions	Revised
Policy 1630.01	Family & Medical Leaves of Absence (“FMLA”)	New
Policy 1662	Anti-Harassment	New
Policy 2431.01	Managing Heat and Humidity in Interscholastic Athletic Programs	New
Policy 3362	Anti-Harassment	Revised
Policy 3430.01	Family & Medical Leaves of Absence (“FMLA”)	Revised
Policy 4162	Controlled Substance and Alcohol Policy for Commercial Motor Vehicle (CMV) Drivers	Revised
Policy 4362	Anti-Harassment	Revised
Policy 4430.01	Family & Medical Leaves of Absence (“FMLA”)	Revised
Policy 5112	Entrance Age	Revised
Policy 5517	Anti-Harassment	Revised
Policy 5517.01	Bullying and Other Aggressive Behavior Toward Students	Revised
Policy 6107	Authorization to Accept and Distribute Electronic Records and to Use Electronic Signatures	New
Policy 6420	Conflict of Interest – Legal Counsel, Advisors, or Consultants	New
Policy 6470	Payment of Claims	Revised
Policy 6520	Payroll Deductions	Revised
Policy 6830	Audit	Revised
Policy 8120	Iran Economic Sanctions Act Compliance Consultants	New
Policy 8142	Criminal History Record Check	New
Policy 8390	Animals on District Property	New
Policy 8405	Environmental Health and Safety Issues	Revised
Policy 8510	Wellness	Revised
Policy 9160	Public Attendance at School Events	Revised

The policies will be presented to the Board for second reading at the November 11th Board meeting.

Facility and Policy Committee Report (cont.)

Member Jones suggested the Board go through some level of training for issues that come before the Board through policy so we can all be on the same page. Superintendent Urquhart stated the proposal for naming the football stadium is still under consideration and he is hoping for a final decision at the November 11th Board meeting.

******Financial Report – Report #13-28 – For Action***

The treasurer's report was approved as presented.

Acceptance of 2012-2013 Audit Report – Report #13-29 – For Action

A motion was presented by Member Jones and supported by Member Chahine. MOTION: The Board of Education accepts the annual audit report from Plante & Moran, PLLC for the 2012-2013 fiscal year.

Board members expressed appreciation to Mr. Nuffer and his staff for their work that resulted in a positive audit.

Motion carried. VOTE: AYES – 6; Nays – 0 (Member Slocum absent).

******Personnel Recommendations – Report #13-30 – For Action***

The Board of Education approved the certified employment of Steve Matzen (Colt Kindergarten teacher); the non-certified employment of Tanya Baptiste (East Lunch Assistant) and Susan Hravatic (Elmwood Title I Parapro); and the non-certified resignation of Elizabeth Bergh (Colt Lunch Assistant). Also approved were Extra-Curricular Schedule B stipends and Extra-Curricular 8.8 stipends.

Superintendent's Report

Superintendent Urquhart reported the unaudited head count on October 3rd was 2798, with the final count contingent on the audit by Ingham ISD. We are waiting anxiously for that all to work out.

Superintendent Urquhart stated MEAP testing is going on in the buildings for grades 3-9.

Superintendent Urquhart indicated he is excited about the rebranding of the district.

Superintendent Urquhart thanked the theatre students for their presentation and congratulated the band on their performance at the Grand Ledge Invitational.

Superintendent Urquhart stated he would like to present a different kind of enrollment report showing losses and gains at grade levels.

Superintendent Urquhart stated we are going to have a hard time replacing Kyle as Student Representative, noting he is doing a great job.

Public Comment

None

Other Board Business

Member Sherry asked that School Improvement Reports be provided in notebooks to Board members.

Member Jones thanked everyone who was behind the new logo, saying it is fresh and wonderful. He encouraged everyone to get behind it and support it. Member Martin stated we need to get the information to all sports teams so they will adopt the new mascot and logo. Member Witwer indicated she is working on a standards manual and there will also be "logo police" so we will be consistent and one big happy family.

Adjournment

The meeting adjourned at 8:22 p.m.

Respectfully submitted,

Mary Ann Martin, Secretary

rlp
***Consent Agenda

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
SPECIAL MEETING
October 28, 2013**

Opening of Meeting

The special meeting of the Waverly Community Schools Board of Education was called to order by Vice President Angela Witwer at 9:12 a.m. in the East Conference Room, 3131 W. Michigan Avenue, Lansing, Michigan.

Members Present: Mrs. Angela Witwer, Vice President
Mrs. Mary Ann Martin, Secretary
Mr. Calvin L. Jones, Treasurer
Mrs. Melissa Sherry, Vice Secretary/Treasurer
Mr. Alan Wright, Trustee
Mr. Joe Chahine, Trustee

Member Absent: Mr. Britt Slocum, President

Staff Present: Mr. Terry Urquhart, Superintendent
Rebecca Pease

Others Present: Paul Twigg, Barton Malow
John Davids, Fanning Howey

Purpose

The purpose of the meeting was to discuss a tour of Windemere View Elementary held prior to the meeting, discuss the nomination of naming a facility, approve policy at second reading, and receive Technology Bond Updates from Paul Twigg of Barton Malow, and John Davids of Fanning Howey

Discussion of Tour of Windemere View Elementary

Board members toured Windemere Elementary School at 8:00 a.m. on October 28, 2013. Dave Ames, Director of Facilities, led the tour. The goal of the tour was to make sure when the District restructures, the Board has a good idea of the condition of the building and things the District could be up against financially if it is reopened. The building has not been included in the energy or technology projects and to bring it up to where other buildings are would be expensive. Ideas for use of the building were discussed. Member Witwer stated discussion is premature until the District does a study to see what it would actually cost to bring the building up to code. A cost is needed to consider all options (use, sell, or demolish).

A motion was presented by Member Martin and supported by Member Jones. MOTION: The Board of Education gives the Superintendent the authority to hire a consultant to determine how much it would cost to bring Windemere View Elementary School up to code.

VOTE: AYES – 6; NAYS – 0 (Member Slocum absent).

Policy (2nd Reading) – Report #13-31 – For Action

A motion was presented by Member Martin and supported by Member Chahine. MOTION: The Board of Education approves the policies as presented in Report #13-31 at second reading.

Member Martin addressed wording in several policies. Superintendent Urquhart stated he would review the policies in question and get back to the Board with his findings.

Vice President Witwer tabled the report until the meeting of November 11, 2013.

Other

Also discussed were the proposal from the Marazita family to name the football stadium in honor of Philip Marazita, and technology bond updates with Paul Twigg and John Davids.

Adjournment

The meeting adjourned at 11:02 a.m.

Respectfully submitted,

Mary Ann Martin, Secretary

rlp

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
November 11, 2013**

Report #13-31

FOR ACTION

Subject: Policy - Second Reading

Recommendation:

The Superintendent recommends the Board of Education approves the policy updates listed below at second reading:

Bylaw 0144.3	Conflict of Interest	Revised
Bylaw 0160	Agenda	Revised
Policy 1400	Job Descriptions	Revised
Policy 1630.01	Family & Medical Leaves of Absence (“FMLA”)	New
Policy 1662	Anti-Harassment	New
Policy 2431.01	Managing Heat and Humidity in Interscholastic Athletic Programs	New
Policy 3362	Anti-Harassment	Revised
Policy 3430.01	Family & Medical Leaves of Absence (“FMLA”)	Revised
Policy 4162	Controlled Substance and Alcohol Policy for Commercial Motor Vehicle (CMV) Drivers	Revised
Policy 4362	Anti-Harassment	Revised
Policy 4430.01	Family & Medical Leaves of Absence (“FMLA”)	Revised
Policy 5112	Entrance Age	Revised
Policy 5517	Anti-Harassment	Revised
Policy 5517.01	Bullying and Other Aggressive Behavior Toward Students	Revised
Policy 6107	Authorization to Accept and Distribute Electronic Records and to Use Electronic Signatures	New
Policy 6420	Conflict of Interest – Legal Counsel, Advisors, or Consultants	New
Policy 6470	Payment of Claims	Revised
Policy 6520	Payroll Deductions	Revised
Policy 6830	Audit	Revised
Policy 8120	Iran Economic Sanctions Act Compliance Consultants	New
Policy 8142	Criminal History Record Check	New
Policy 8390	Animals on District Property	New
Policy 8405	Environmental Health and Safety Issues	Revised
Policy 8510	Wellness	Revised
Policy 9160	Public Attendance at School Events	Revised

Statement of Purpose/Issue:

These policies revisions are the result of the NEOLA update and a review by the administration and the Board Policy Advisory Committee.

Budget Impact:

None

Historical Perspective/Background:

NEOLA provides updates to keep our policies current with applicable laws and regulations. The administration also reviews policies periodically and brings changes to the Board Policy Advisory Committee for review and consideration.

Discussion of Options:

The Board can refer policies to the Advisory Committee for further review.

Rationale for Recommendation:

These policies were recommended to the District by NEOLA and were reviewed and approved by the Policy Advisory Committee.

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR BOARD MEETING
November 11, 2013**

Report #13-33

FOR ACTION***

Subject:

Financial Report

Recommendation:

It is recommended the following be approved:

Treasurer's Report:

The cash balance as of September 30, 2013 was \$3,957,813.25. Receipts during October, consisting of property taxes, state aid and other revenues in the amount of \$2,183,244.16 minus disbursements during October of \$3,143,807.47, left the district with a General Fund cash balance, as of October 31, 2013, of \$2,997,249.94, including \$2,300,000.00 proceeds from the issuance of a State Aid Note.

Attached is a summary of year to date activity for the General Fund showing year to date expenditures exceeding revenues by \$1,174,343.

Attached is a summary of year to date activity for the 2013 School Facility Improvement Bonds showing \$332,342 remaining to be drawn down for the project.

**Waverly Community Schools
Budgetary Comparison Schedule
For the Month Ended October 31, 2013**

	Original Budget	Actual	Over (Under) Budget	% Available
Revenue				
Local sources	8,583,316	3,567,989	(5,015,327)	58.4%
State sources	15,523,543	1,424,622	(14,098,921)	90.8%
Federal sources	2,037,160	4,821	(2,032,339)	99.8%
Intergovernmental	1,921,423	302,750	(1,618,673)	84.2%
Transfers In	87,215	-	(87,215)	100.0%
Total revenue	28,152,657	5,300,182	(22,852,475)	81.2%
Expenditures				
Current:				
Instruction:				
Basic program	14,175,505	2,676,652	(11,498,853)	81.1%
Added needs	3,343,601	532,979	(2,810,623)	84.1%
Total instruction	17,519,106	3,209,630	(14,309,476)	81.7%
Support Services:				
Pupil	1,803,265	407,628	(1,395,637)	77.4%
Instructional staff	1,505,247	510,095	(995,153)	66.1%
General administration	395,702	130,863	(264,839)	66.9%
School administration	1,823,562	485,001	(1,338,562)	73.4%
Business	466,002	125,831	(340,171)	73.0%
Operations and maintenance	2,899,678	882,226	(2,017,452)	69.6%
Pupil transportation services	950,154	184,280	(765,874)	80.6%
Central	643,552	242,305	(401,247)	62.3%
Other	57,850	7,607	(50,244)	86.9%
Total support services	10,545,013	2,975,835	(7,569,177)	71.8%
Athletics	423,312	90,069	(333,243)	78.7%
Community services	5,925	-	(5,925)	100.0%
Non Publics	2,325	158	(2,167)	93.2%
Debt service:				
Principal	30,000	-	(30,000)	100.0%
Interest	26,585	14,885	(11,700)	44.0%
Capital outlay	15,893	35,200	19,307	-121.5%
Payments to other public schools	243,034	148,747	(94,287)	38.8%
Total expenditures	28,811,193	6,474,525	(22,336,668)	77.5%
Excess of Revenue (Under)Over Expenditures	(658,536)	(1,174,343)	(515,807)	
Transfers Out	-	-	-	0.0%
Net Change in Fund Balance	(658,536)	(1,174,343)	(515,807)	
Fund Balance - Beginning of year	3,139,665	3,139,665		
Fund Balance - End of year	2,481,129	1,965,322		
	8.6%			

**Waverly Community Schools
2013 School Facility Improvement Bonds
As of October 31, 2013**

	Budget	Actual	Encumbered	Balance Remaining
Construction and Engineering				
Lighting	71,180	77,393	15,404	(21,617)
Mechanical	420,000	380,982	20,803	18,215
Controls				
EMS Programming	124,619	-	-	124,619
VFD & CO2 & Controls Install & Electric	338,288	109,952	30,749	197,587
Project Management/Engineering	186,207	177,517	8,710	(20)
Bond Issuance Costs	14,165	16,148	-	(1,983)
Contingency	15,541	-	-	15,541
Totals	<u>1,170,000</u>	<u>761,992</u>	<u>75,666</u>	<u>332,342</u>

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR BOARD MEETING
November 11, 2013**

Report #13-34

FOR ACTION ***

Subject:

Summer Tax Collection Resolution

Recommendation:

The Superintendent recommends the Board of Education adopt the Annual Summer Tax Resolution, invoking for 2014 its previously adopted, ongoing resolution imposing a summer tax levy of one-half (1/2) of school property taxes upon property located within the School District. A copy will be affixed to the official minutes of this meeting.

Statement of Purpose:

Adoption of the summer tax collection resolution will allow local units of government to collect summer property taxes for the District.

Budget Impact:

If the resolution is not adopted, the district will be unable to collect summer taxes. This would create cash flow problems as well as added expense in interest and legal fees.

Historical Perspective:

By January 1st of each year, the school district is required to notify the various taxing authorities of the intention to request collection of summer taxes.

Through correspondence from the school district's legal counsel, it has been suggested that the district adopt a resolution to meet legal requirements of School Code Section 1613, more particularly, 1982 P.A. 333 (Summer Tax Collection Statute).

A Michigan Court of Appeals decision has been issued "...Where a school board has adopted an ongoing resolution establishing summer tax collection, the board is required each year, before January 1, to take official action invoking the previously adopted resolution to collect the summer tax levy by requesting each township and city to collect. The ongoing resolution eliminates the yearly need to publish notice of a public meeting to institute a summer tax levy..."

Discussion of Options:

The Board may entertain a motion to adopt the resolution as presented or reject the resolution. If the resolution is rejected the District will only levy property taxes for the winter tax levy.

Rationale for Proposal:

It is necessary to adopt this resolution to allow for the collection of summer property taxes, which will aid the District in cash flow.

Strategic Plan Reference:

Strategy #2 – Communication: We will enhance communications within the district and with the community to improve relationships among all key constituent groups to better achieve our mission.

WAVERLY COMMUNITY SCHOOLS
ANNUAL SUMMER TAX RESOLUTION

Ingham, Eaton, and Clinton Counties, Michigan

A regular meeting of the Board of Education of said District was held at the Administrative Center, 515 Snow Road, Lansing, Michigan, in said District, on the 11th day of November 2013, at 6:30 o'clock p.m.

The meeting was called to order by _____.

PRESENT:

ABSENT:

The following preamble and resolution were offered by Member _____ and supported by Member _____.

WHEREAS, this Board of Education by resolution of January 26, 1983, determined to impose a summer property tax levy to collect one-half (1/2) of school property taxes, including debt services, upon property located within the School District, beginning with 1983 and continuing from year to year until specifically revoked by the Board of Education.

NOW THEREFORE, BE IT RESOLVED THAT:

1. This Board of Education, pursuant to 1976 PA 451, as amended, hereby invokes for 2014 its previously adopted ongoing resolution imposing a summer tax levy of one-half (1/2) of school property taxes, including debt service, beginning with 1983, and continuing from year to year until specifically revoked by this Board of Education, and requests each city and/or township in which this District is located to collect those summer taxes.
2. The Superintendent or designee is authorized and directed to forward to the governing body of each city and/or township in which this district is located, a copy of this Board's resolution imposing a summer property tax levy on an ongoing basis and a copy of this resolution requesting that each such city and/or township agree to collect the summer tax levy for 2014 in the amount specified in this resolution. Such forwarding of the resolutions and the request to collect the summer tax levy shall be sent so that the appropriate governing bodies receive them before January 1, 2014.
3. The Superintendent or designee is authorized and directed to negotiate on behalf of this District, with the governing body of each city and/or township in which the District is located for the reasonable expenses for collection of the District's summer tax levy that the city and/or township may bill under MCLA 380.1611 or MCLA 380.1612. Any such property agreement shall be brought before this Board for its approval or disapproval.
4. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are and the same are hereby rescinded.

Ayes:

Nays:

Absent:

RESOLUTION DECLARED ADOPTED.

**Mary Ann Martin, Secretary
Waverly Community Schools
Board of Education**

The undersigned, duly qualified Secretary of the Board of Education of Waverly Community Schools of Lansing, Michigan, hereby certifies that the foregoing constitutes a true and complete copy of a resolution adopted by said Board of Education at a regular meeting held on November 11, 2013, the original of which is part of the Board's official minutes. The undersigned further certifies that notice of the meeting was given to the public pursuant to the provisions of the "Open Meetings Act" (Act 267, PA 1976, as amended).

**Mary Ann Martin, Secretary
Waverly Community Schools
Board of Education**

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
November 11, 2013**

Report #13-35

FOR ACTION***

Subject: **Personnel Recommendations**

A. Employment – Non Certified

<u>Name</u>	<u>Position</u>	<u>Class/Salary</u>	<u>Effective</u>
Andrea Dutcher	Colt Title 1 Parapro	Class II/\$13.96	10/14/13
Gabriel Lopez	Colt Pre-School Associate Teacher	\$10.00/Hour	10/14/13
Theresa Mitchell	Colt Lunch Assistant	Class G/\$9.57	10/23/13
Sylvia Hernandez	HS Lunch Assistant	Class G/\$9.57	10/30/13

B. Extra-Curricular Schedule B Stipends

<u>Name</u>	<u>Assignment</u>	<u>Step</u>	<u>Stipend</u>	<u>Effective</u>
Ernie Luttig	HS National Honor Society Advisor	1	\$1,969	2013-14 Sch. Yr.
Maureen Nauss	HS Vocal Music Director	3	\$4,744	2013-14 Sch. Yr.
Anthony Terranova	HS Student Senate Advisor	3	\$2,964	2013-14 Sch. Yr.
David Gorbe	HS Band Director	3	\$4,982	2013-14 Sch. Yr.
Jennifer Spurbeck	HS Orchestra Director	3	\$3,163	2013-14 Sch. Yr.
Michelle Oppenheim	HS Yearbook Advisor	3	\$3,319	2013-14 Sch. Yr.
Anthony Terranova	HS Junior Class Advisor	3	\$2,831	2013-14 Sch. Yr.
Amy Parsons	HS Senior Class Advisor	3	\$2,831	2013-14 Sch. Yr.
Dan Carr	HS Spanish National Honor Society Advisor	3	\$1,867	2013-14 Sch. Yr.

C. Extra-Curricular 8.8 Stipends

<u>Name</u>	<u>Assignment</u>	<u>Stipend</u>	<u>Effective</u>
Lisa Lam-Wilson	HS Art Department Chair	\$150	2013-14 Sch. Yr.
Lance Berrier	HS CTE Chair	\$405	2013-14 Sch. Yr.
Trudy Cotter	HS English Department Chair	\$1,005	2013-14 Sch. Yr.
Renee Gutierrez	HS World Language Department Co-Chair	\$285	2013-14 Sch. Yr.
Dan Carr	HS World Language Department Co-Chair	\$285	2013-14 Sch. Yr.
Kathy Bauer	HS Life Skills Department Chair	\$150	2013-14 Sch. Yr.
Patty Rienstra	HS Math Department Chair	\$930	2013-14 Sch. Yr.
Jenny Spurbeck	HS Music Department Chair	\$240	2013-14 Sch. Yr.
Chris Barrera	HS Science Department Co-Chair	\$600	2013-14 Sch. Yr.
Thom Glasovatz	HS Science Department Co-Chair	\$600	2013-14 Sch. Yr.
Rachel Goodman	HS Special Services Department Chair	\$1,170	2013-14 Sch. Yr.
Robert Lurie	HS Social Studies Department Chair	\$1,080	2013-14 Sch. Yr.
Leslie Johnson	HS Counseling Department Chair	\$375	2013-14 Sch. Yr.
Natalie Queen	HS PE Department Chair	\$450	2013-14 Sch. Yr.
Kathie McDaniel	MS Art Chair	\$100	2013-14 Sch. Yr.
Sam Sicilia	MS Language Arts Co-Chair	\$300	2013-14 Sch. Yr.
Laurel Trombly	MS Language Arts Co-Chair	\$300	2013-14 Sch. Yr.
Nick Niederquell	MS Mathematics Co-Chair	\$300	2013-14 Sch. Yr.
Jennifer VanMeter Vance	MS Mathematics Co-Chair	\$300	2013-14 Sch. Yr.
Maureen Nauss	MS Music Chair	\$180	2013-14 Sch. Yr.
Gary Wilson	MS PE/Health Chair	\$200	2013-14 Sch. Yr.

Debbie Quinn	MS Science Co-Chair	\$300	2013-14 Sch. Yr.
LuAnn Stuible	MS Science Co-Chair	\$300	2013-14 Sch. Yr.
Yolanda Harris	MS Social Studies Co-Chair	\$300	2013-14 Sch. Yr.
Adam Hussain	MS Social Studies Co-Chair	\$300	2013-14 Sch. Yr.
Kathy Jenkins	MS Special Education Summer Work	\$100	2013-14 Sch. Yr.
Kerry Biladeau	MS Special Education Chair	\$500	2013-14 Sch. Yr.
Kerry Biladeau	MS Parapro Advisor Chair	\$300	2013-14 Sch. Yr.
LuAnn Stuible	MS MSU Intern Coordinator	\$300	2013-14 Sch. Yr.
Jeremiah Baynes	MS Student/Parent Outreach Co-Chair	\$300	2013-14 Sch. Yr.
Kristen Hood	MS Student/Parent Outreach Co-Chair	\$300	2013-14 Sch. Yr.