



WAVERLY
COMMUNITY SCHOOLS
Pride. Tradition. Excellence.

Waverly Community Schools

Regular Meeting

Monday, August 18, 2014 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 August 18, 2014, 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 Slocum
- II. Correspondence
- III. Public Comment
- IV. Student Representative Report
- V. Board Member Comment
- VI. Adoption of Meeting Agenda
- VII. ***Approval of Minutes 3
- VIII. Presentation of Reports
 - A. Advisory Committee Reports
 - B. Finance & Personnel
 - 1. ***Recommendation to approve Report #14-21, Finance Report 6
 - 2. Recommendation to approve Report #14-22, Purchase of Printing and Copying Devices Addendum 7
 - 3. ***Recommendation to approve Report #14-23, Personnel Report 12
 - C. Other
 - 1. ***For Informatoin - Elmwood Walking Path 13
- IX. Superintendent's Report
- X. Public Comment
- XI. Other Board Business
- XII. Adjournment

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
SPECIAL MEETING
July 21, 2014**

Opening of Meeting

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

Members Present:

Mr. Britt Slocum, President
Mrs. Angela Witwer, Vice President
Mrs. Melissa Sherry, Vice Secretary-Treasurer
Mr. Calvin L. Jones, Trustee
Mr. Joe Chahine, Trustee

Members Absent:

Mrs. Mary Ann Martin, Secretary
Mr. Alan Wright, Treasurer

Staff Present:

Mr. Terry Urquhart, Superintendent
Mr. Vincent Perkins, Director of Personnel
Rebecca Pease
David Palme
Bill Davis
Dorothy Blackwell
Chris Huff
Keisha Crenshaw
Pat Albright

Others Present:

Mike Haley
Marsha Haley
Mick Haley
Ray Kimball
Jan Kimball

Pledge

Mick Haley led the pledge of allegiance.

Correspondence

None

Public Comment

Addressing the Board during Public Comment was Pat Albright.

Student Representative Report

None

Board Member Comment

Member Chahine stated 35 years ago today he landed in the United States.

Adoption of Agenda

A motion was presented by Member Jones and supported by Member Chahine. MOTION: The Board of Education adopts the meeting agenda as presented.

VOTE: AYES – 5; NAYS – 0 (Members Martin and Wright absent).

*****Approval of Minutes**

The minutes of the July 7th organizational meeting were approved as presented.

Approval of Plow/Salt Truck – Report #14-14 – For Action

A motion was presented by Member Chahine and supported by Member Witwer. MOTION: The Board of Education approves the purchase of a 1 ton Salt/Plow Truck to the lowest bidder (La Fontaine Ford) per Board Policy.

Motion carried. VOTE: AYES – 5; NAYS – 0 (Members Martin and Wright absent).

Approval of Furniture Purchase for the Middle School - Report #14-15 – For Action

A motion was presented by Member Witwer and supported by Member Jones. MOTION: The Board of Education accepts the unit price of Ninety-Five and 00/100 dollars (\$95.00) from Great Lakes Furniture Supply, Inc. for the purchase of Four Hundred Fifty (450) V/S PantoSwing Lupo Student Chairs and accepts the unit price of Three Hundred Eighty-Five and 65/100 dollars (\$385.65) from Custer Furnishings for the purchase of Two Hundred Forty (240) Steelcase Chevron Verb Tables for Two.

Motion carried. VOTE: AYES – 5; NAYS – 0 (Members Martin and Wright absent).

Authorization of the Purchase of Printing and Copying Devices – Report #14-16 – For Action

A motion was presented by Member Witwer and supported by Member Chahine. MOTION: The Board of Education authorizes the Superintendent, or his designee, to enter into a purchase agreement for printers, copiers and a print management solution at a cost not to exceed Five Hundred Thousand and 00/100 dollars (\$500,000.00). In accordance with Board policy 6320 (Purchasing), the Superintendent shall award the purchase agreement to the lowest responsible bidder.

Motion carried. VOTE: AYES – 5; NAYS – 0 (Members Martin and Wright absent).

Personnel Report – Report #14-17 – For Action

A motion was presented by Member Jones and supported by Member Witwer. MOTION: The Board of Education approves Report #14-17, as follows: Employment (certified) – Benjamin Darin (1st grade, Winans); Rachel Stanton (1st grade, Winans); Michael Haley (4th grade, Winans); Grace Lynch (Teacher of Speech and Language Impaired); and Kelli Williams (Special Education, High School; and Employment (Contracted) – Ray Kimball, Athletic Director.

Motion carried. VOTE: AYES – 5; NAYS – 0 (Members Martin and Wright absent).

Master Agreement Ratification – Waverly Administrators Education Association – Report #14-18 – For Action

A motion was presented by Member Jones and supported by Member Sherry. MOTION: The Board of Education approves the tentative agreement as negotiated between the Waverly Administrators Education Association and the Board of Education as presented.

Negotiations were for salary and professional monies.

Motion carried. VOTE: AYES – 5; NAYS – 0 (Members Martin and Wright absent).

Master Agreement Ratification- International Brotherhood of Teamsters, Chauffeurs, Warehousemen, and Helpers of America – Report #14-19 – For Action

A motion was presented by Member Sherry and supported by Member Jones. MOTION: The Board of Education approves the tentative agreement as negotiated between the International Brotherhood of Teamsters, Chauffeurs, Warehousemen, and Helpers of America (Custodians) and the Board of Education as presented.

Negotiations were for salary, benefits, and language changes.

Master Agreement Ratification – International Brotherhood of Teamsters, Chauffeurs, Warehousemen, and Helpers of America – Report #14-19 – For Action (Cont.)

Motion carried. VOTE: AYES – 5; NAYS - 0 (Members Martin and Wright absent).

Sale of Windemere View Elementary School Building – Report #14-20 – For Action

A motion was presented by Member Sherry and supported by Member Chahine. MOTION: The Board of Education approves the sale of the former Windemere View Elementary School. The sale is to be listed and handled by Coldwell Banker Realty in the Waverly community. This sale must be conducted with a restricted Deed not allowing another K-12 school to occupy the property (the restricting of the Deed will be worked out by the district's legal firm).

Motion carried. VOTE: AYES – 5; NAYS – 0 (Member Martin and Wright absent).

Superintendent's Report

None

Public Comment

None

Other Board Business

None

Adjournment

The meeting adjourned at 7:03 p.m.

Respectfully submitted,

Melissa Sherry, Vice Secretary-Treasurer

***Consent Agenda

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR BOARD MEETING
August 18, 2014**

Report #14-21

FOR ACTION***

Subject:

Finance Report

Recommendation:

It is recommended the following be approved:

Financial Report:

The cash balance as of June 30, 2014 was \$4,377,621.45. Receipts during July, consisting of property taxes, state aid and other revenues in the amount of \$1,697,146.75 minus disbursements during July of \$2,302,204.97, left the district with a General Fund cash balance, as of July 31, 2014, of \$3,772,563.23, including \$2,300,000.00 from the issuance of a State Aid Note.

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR BOARD MEETING
August 18, 2014**

Report #14-22

FOR ACTION

Subject:

Purchase of Printing and Copying Devices Addendum

Recommendation:

The Superintendent recommends the Board of Education enter into a purchase agreement for printers, copiers and a print management solution with American Office Solutions (AOS), in accordance with board policy 6320 (Purchasing).

Statement of Purpose:

Having previously authorized the Superintendent to enter into an agreement for printers, copiers and a print management solution at a cost not to exceed Five Hundred Thousand and 00/100 dollars (\$500,000.00), the purpose of this addendum is to identify the lowest responsible bidder and update the budget impact of this recommendation.

Background Information:

A bid package was issued on June 20, 2014 with responses due on July 8, 2014. Five vendors responded, the Director of Technology has conducted post-bid interviews with all bidders and received clarification on pricing based on additional specifications. AOS is being recommended as the lowest responsible bidder.

Budget Impact:

The total cost of this recommendation is Three Hundred Ninety-Nine Thousand Eight Hundred Fifty-Nine and 35/100 Dollars (\$399,859.35). This purchase will be split funded between the General Fund and the proceeds from the Building and Site, Series I bonds. Annual maintenance costs are an unallowable bond expenditure. The General Fund will be amended in the first revision to account for the Year 1 maintenance costs.

Discussion of Options:

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

- 1) Accept the recommendation, as presented
- 2) Table the recommendation for a future meeting
- 3) Reject the recommendation

Strategic Plan Reference:

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

Waverly Community Schools
 Bid Tabulation - Printers/Copiers
 For the August 18, 2014 Board Meeting

Vendor Name	Konica Minolta	Toshiba	CBI	MOS
Equipment				
B/W Printer	KM 3300p	HP P3015	Kyocera FS-4200DN	Xerox 3610DN
Color Printer	KM c3110p	HP M551	Kyocera P-7035CDN	Xerox 6700DN
B/W MFP	Konica Minolta 554e	Toshiba ES557, ES507	Kyocera TA-6501,	Xerox 5325 & Xerox 5845APT
Wide Format	HP T790	HP T520	HP DJ-T795C	Not Bid
Equipment/Install Costs				
B/W Printers:	\$12,925.00	\$43,230.00	\$35,805.00	\$27,032.50
Color Printers:	\$8,025.00	\$11,715.00	\$17,895.00	\$17,820.00
B/W MFPs	\$58,245.54	\$102,811.00	\$131,620.00	\$123,472.80
Wide Format	\$5,211.00	\$2,358.00	\$6,995.00	\$3,677.00
Equip/Install Subtotal:	\$84,406.54	\$160,114.00	\$192,315.00	\$172,002.30
Annual Maintenance Costs				
Year 1	\$42,896.74	\$38,297.20	\$35,466.00	\$41,868.72
Year 2	\$44,896.74	\$38,297.20	\$35,466.00	\$41,868.72
Year 3	\$47,141.57	\$38,297.20	\$35,466.00	\$41,868.72
Year 4	\$49,498.64	\$38,297.20	\$37,238.00	\$41,868.72
Year 5	\$51,973.57	\$38,297.20	\$39,101.00	\$41,868.72
Maintenance Subtotal:	\$236,407.26	\$191,486.00	\$182,737.00	\$209,343.60

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Total Base Bid with Equipment, 5-Yr Maintenance and Bonds:	\$320,813.80	\$351,600.00	\$375,052.00	\$405,213.90
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AOS
Lexmark M3150
Lexmark CS748de
Sharp MX-M565N
NONE
\$36,239.50
\$14,219.85
\$114,860.00
\$4,473.70
\$165,319.35
\$46,908.00
\$46,908.00
\$46,908.00
\$46,908.00
\$46,908.00
\$234,540.00

\$399,859.35

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
August 18, 2014**

Report #14-23

Subject: Personnel Report***

A. Transfer - Certified

<u>Name</u>	<u>Position</u>	<u>Step/Salary</u>	<u>Effective</u>
Barbara Morton	From: Winans ASD Parapro To: East .8 SSW/Behavior Int.	Class II/\$16.12 MA Step 0/\$31,596	8/26/2014

B. Transfer – Non Certified

<u>Name</u>	<u>Position</u>	<u>Class/Salary</u>	<u>Effective</u>
Zach Gleason	From: HS 3 rd Shift Custodian To: HS 3 rd Shift Custodian	Class D/\$11.00 Class B/\$14.01	06/09/2014
Ryan Lienemann	From: Substitute Custodian To: HS Custodian 3 rd Shift	Sub/\$9.50 Class D/\$10.75	6/09/2014
Julie Marrison	From: HS Parapro To: Winans ASD Parapro	Class II/\$16.12 Class II/\$16.12	9/02/2014

C. Employment – Non Certified

<u>Name</u>	<u>Position</u>	<u>Class/Salary</u>	<u>Effective</u>
Stacy Maiville	Colt Head Secretary	Class A/\$15.44	8/08/2014
Gordon Decker	Winans Lunch Aide	Class G /\$9.57	9/02/2014
Laurie Wallace	Winans Lunch Aide	Class G/ \$9.57	9/02/2014
Jamie Goodman	Elmwood Parapro (P/T 3.75 hrs.)	Class II/\$13.96	8/26/2014
Ciara Wilson-Santos	.5 Alternative HS Parapro	Class II/\$13.96	8/26/2014
Bridget Kelly	HS Parapro (P/T 3.75 hrs.)	Class II/\$13.96	8/26/2014
Salome Preston	Administration Receptionist	Class III/\$13.01	8/26/2014

D. Recall – Non Certified

<u>Name</u>	<u>Position</u>	<u>Class/Salary</u>	<u>Effective</u>
Derek Thocker	From: Layoff HS Parapro	Class II/\$14.96	8/26/2014

E. Resignation –Certified

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective</u>
Lauren Wilcox	Spanish Teacher	Personal	7/30/2014
Jill Maxwell	HS ASL Teacher	Personal	7/23/2014

F: Resignation – Non Certified

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective</u>
Erkia Williams	Alternative HS Parapro	Personal	7/01/2014

F. Retirement – Non Certified

<u>Name</u>	<u>Position</u>	<u>Years</u>	<u>Effective</u>
Martin-Buckner, Willa	MS Lunch Aide	5 Years	7/10/2014

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR BOARD MEETING
August 18, 2014**

FOR INFORMATION***

Subject:

Donation – Elmwood Walking Path

Report:

Board policy 7230 (Gifts, Grants, and Bequests) requires that all accepted gifts, grants, or bequests shall be acknowledged by the Board or Superintendent. On, or about, July 29, 2014 TomCo Asphalt, Inc. completed construction of a walking path at Elmwood Elementary. The walking path was a donation from the Elmwood PTO through fundraising and individual donations. Principal Tim Lyman will recognize individual donors at the open house to be held on August 26th at 5:00 o'clock p.m.