



WAVERLY
COMMUNITY SCHOOLS
Pride. Tradition. Excellence.

Waverly Community Schools

Regular Meeting

Monday, August 21, 2017 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 21, 2017, 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. Special Presentation for Administrative Retirements
 - B. Cardiac Emergency Response Plan 4
- III. Correspondence
- IV. Public Comment
- V. Student Representative Report
- VI. Board Member Comment
- VII. Adoption of Agenda
- VIII. ***Approval of Minutes 12
- IX. Presentation of Reports
 - A. Advisory Committee Reports
 - 1. Personnel & Policy - Member Nester
 - 2. Finance & Facilities - Member Wright
 - 3. Teaching & Learning - Member Sherry
 - 4. Marketing & Communications - Member Witwer
 - 5. Sinking Fund - Member Sherry
 - B. Personnel & Policy
 - 1. ***Recommendation to approve Report #17-17 , Personnel Recommendations 20
 - C. Finance & Facilities
 - 1. ***Recommendation to approve - Report #17-18 , Finance Report 21
 - 2. ***Recommendation to approve - Report #17-19 , Certification of Winter Tax Levy 26

3. Recommendation to approve - Report #17-20 , State Aid Note program borrowing resolution 36

X. Superintendent's Report

XI. Other Board Business

XII. Adjournment

XIII. *** Denotes Consent Agenda

Cardiac Emergency Response Plan

Waverly Community Schools

This Cardiac Emergency Response Plan is adopted by **Waverly Community Schools on 8/21/17 by the board of education** effective **August 28, 2017**. This plan was reviewed by school nurse and legal counsel for Waverly Community Schools on **July 27, 2017**.

A cardiac emergency requires immediate action. Cardiac emergencies may arise as a result of a Sudden Cardiac Arrest (SCA) or a heart attack, but can have other causes. SCA occurs when the electrical impulses of the heart malfunction resulting in sudden death.

Signs of Sudden Cardiac Arrest can include one or more of the following:

- Not moving, unresponsive or unconscious, *or*
- Not breathing normally (i.e., may have irregular breathing, gasping or gurgling or may not be breathing at all), *or*
- Seizure or convulsion-like activity.

Note: Those who collapse shortly after being struck in the chest by a firm projectile/direct hit may have SCA from commotio cordis.

The Cardiac Emergency Response Plan of Waverly Community Schools shall be as follows:

1. **Establishment of a Cardiac Emergency Response Team**
 - (a) The Cardiac Emergency Response Team shall be comprised of those individuals who have current CPR/AED certification. It should also include an administrator and office staff who can call 9-1-1 and direct EMS to the location of the SCA.
 - (b) Members of the Cardiac Emergency Response Team are identified within each building on a yearly basis.
 - (c) All members of the Cardiac Emergency Response Team shall receive and maintain nationally recognized CPR/AED training, which includes a certification card with an expiration date of not more than 2 years.
2. **Activation of Cardiac Emergency Response Team during an identified cardiac emergency**
 - (a) The members of the Cardiac Emergency Response Team shall be notified immediately when a cardiac emergency is suspected.
 - (b) The Protocol for responding to a cardiac emergency is described in the protocol posting
3. **Automated external defibrillators (AEDs) – placement and maintenance**
 - (a) Minimum recommended number of AEDs for Waverly Community Schools:

- (1) *Inside school building* – The number of AEDs shall be sufficient to enable the school staff or another person to retrieve an AED and deliver it to any location within the school building, ideally within 2 minutes of being notified of a possible cardiac emergency.
- (2) *Outside the school building on school grounds / athletic fields* – The number of AEDs, either stationary or in the possession of an on-site athletic trainer, coach, or other qualified person, shall be sufficient to enable the delivery of an AED to any location outside of the school (on school grounds) including any athletic field, ideally within 2 minutes of being notified of a possible cardiac emergency.
- (3) *Back-up AEDs* – One or more AEDs shall be held in reserve for use as a replacement for any AED which may be out-of-service for maintenance or other issues. The back-up AED(s) should also be available for use by the school’s athletic teams or other groups traveling to off-site locations.
- (b) **Waverly** Community Schools will regularly check and maintain each school-owned AED in accordance with the AED’s operating manual and maintain a log of the maintenance activity. The school shall designate a person who will be responsible for verifying equipment readiness and for maintaining maintenance activity. This will be conducted by the school nurse or designee.
- (c) **Additional Resuscitation Equipment:** A resuscitation kit shall be connected to the AED carry case. The kit shall contain latex-free gloves, razor, scissors, towel antiseptic wipes and a CPR barrier mask.
- (d) AEDs shall not be locked in an office or stored in a location that is not easily and quickly accessible at all times.
- (e) AEDs shall be readily accessible for use in responding to a cardiac emergency, during both school-day activities and after-school activities, in accordance with this Plan. Each AED shall have one set of defibrillator electrodes connected to the device and one spare set. All AEDs should have clear AED signage so as to be easily identified. Locations of the AEDs are to be listed in the protocol posting.

4. Communication of this Plan throughout the school campus

- (a) The Cardiac Emergency Response Protocol shall be *posted* as follows:
 - (1) In each classroom, cafeteria, restroom, health room, faculty break room and in all school offices.
 - (2) Adjacent to each AED
 - (3) In the gym, near the swimming pool, and in all other indoor locations where athletic activities take place.
 - (4) Attached to all portable AEDs
- (b) The Cardiac Emergency Response Protocol shall be *distributed* to:
 - (1) All staff and administrators at the start of each school year, with updates distributed as made.
 - (2) All athletic directors, coaches, and advisors of Waverly Community School sponsored activities at the start of each school year and as applicable at the start of the season for each activity, with updates distributed as made.

5. Training in Cardiopulmonary Resuscitation (CPR) and AED Use

(a) Staff Training:

- (1) In addition to the school nurse, a sufficient number of staff shall be trained in cardiopulmonary resuscitation (CPR) and in the use of an AED to enable Waverly Community Schools to carry out this Plan. (It is recommended that at a minimum, at least 10% of staff, 50% of coaches, and 50% of physical education staff should have current CPR/AED certification.) Training shall be renewed at least every two years. The school shall designate the person responsible for coordinating staff training as well as the medical contact for school based AEDs, if available.
- (2) Training shall be provided by an instructor, who may be a school staff member, currently certified by a nationally-recognized organization to conform to current American Heart Association guidelines for teaching CPR and/or Emergency Cardiac Care (ECC).
- (3) Training may be traditional classroom, on-line or blended instruction but should include cognitive learning, hands-on practice and testing.

(b) Cardiac Emergency Response Drills:

Cardiac Emergency Response Drills are an essential component of this Plan. Each school within **Waverly Community Schools** shall perform a Cardiac Emergency Response Drill each school year.

6. Local Emergency Medical Services (EMS) integration with the school/school district's plan

- (a) Waverly Community Schools shall provide a copy of this Plan to local emergency response and dispatch agencies (e.g., the 9-1-1 response system), which may include local police and fire departments and local Emergency Medical Services (EMS).
- (b) Waverly Community Schools shall work with local emergency response agencies to 1) coordinate this Plan with the local emergency response system and 2) to inform local emergency response system of the number and location of on-site AEDs. (ask EMS- do you want this?)

7. Annual review and evaluation of the Plan

Waverly Community Schools shall conduct an annual internal review of the school/school district's Plan. The annual review should focus on ways to improve the schools response process, to include:

- (a) Review post-event documentation that was collected throughout school year.
- (b) A review of the documentation for all Cardiac Emergency Response Drills performed during the school year.
- (c) A determination, at least annually, as to whether or not additions, changes or modifications to the Plan are needed. Reasons for a change in the Plan may result from a change in

established guidelines, an internal review following an actual cardiac emergency, or from changes in school facilities, equipment, processes, technology, administration, or personnel.

Waverly High School Cardiac Emergency Response Team PROTOCOL

For All Schools

Sudden cardiac arrest events can vary greatly. Faculty, staff and Cardiac Emergency Response Team (CERT) members must be prepared to perform the duties outlined below. Immediate action is crucial in order to successfully respond to a cardiac emergency.

Follow these steps in responding to a suspected cardiac emergency:

(a) Recognize the following signs of sudden cardiac arrest and take action in the event of one or more of the following:

- The person is not moving, or is unresponsive, or appears to be unconscious.
- The person is not breathing normally (has irregular breaths, gasping or gurgling, or is not breathing at all).
- The person appears to be having a seizure or is experiencing convulsion-like activity. (Cardiac arrest victims commonly appear to be having convulsions).
- *Note:* If the person received a blunt blow to the chest, this can cause cardiac arrest, a condition called commotio cordis. The person may have the signs of cardiac arrest described above and is treated the same.

(b) Facilitate immediate access to professional medical help:

- Call 9-1-1 as soon as you suspect a sudden cardiac arrest. Provide the school address, cross streets, and patient condition. Remain on the phone with 9-1-1. (Bring your mobile phone to the patient's side, if possible.) Give the exact location and provide the recommended route for ambulances to enter and exit. Facilitate access to the victim for arriving Emergency Medical Service (EMS) personnel.
- Immediately contact the members of the Cardiac Emergency Response Team.
 - Give the exact location of the emergency. (“Mr. /Ms. ___ Classroom, Room # ___, gym, football field, cafeteria, etc.”). Be sure to let EMS know which door to enter. Assign someone to go to that door to wait for and flag down EMS responders and escort them to the exact location of the patient.
- If you are a CERT member, proceed immediately to the scene of the cardiac emergency.
 - The closest team member to AED should retrieve the automated external defibrillator (AED) en route to the scene and leave the AED cabinet door open.
 - Acquire AED supplies such as scissors, a razor and a towel and consider an extra set of AED pads.

(c) Start CPR:

- Begin continuous chest compressions and have someone retrieve the AED.
- Here's how:
 - Press hard and fast in center of chest. Goal is 100 compressions per minute. (Faster than once per second, but slower than twice per second.)
 - Use 2 hands: The heel of one hand and the other hand on top (or one hand for children under 8 years old), pushing to a depth of 2 inches (or 1/3rd the depth of the chest for children under 8 years old).
 - Follow the 9-1-1 dispatcher's instructions, if provided.

(d) Use the nearest AED:

- When the AED is brought to the patient's side, press the power-on button, and attach the pads to the patient as shown in the diagram on the pads. Then follow the AED's audio and visual instructions. If the person needs to be shocked to restore a normal heart rhythm, the AED will deliver one or more shocks.
 - *Note:* The AED will only deliver shocks if needed; if no shock is needed, no shock will be delivered.
- Continue CPR until the patient is responsive or a professional responder arrives and takes over.

(e) Transition care to EMS:

- Transition care to EMS upon arrival so that they can provide advanced life support.

(f) Action to be taken by Office / Administrative Staff:

- Confirm the exact location and the condition of the patient.
- Activate the Cardiac Emergency Response Team and give the exact location if not already done.
- Confirm that the Cardiac Emergency Response Team has responded.
- Confirm that 9-1-1 was called. If not, call 9-1-1 immediately.
- Assign a staff member to direct EMS to the scene.
- Perform "Crowd Control" – directing others away from the scene.
- Notify other staff: school nurse, athletic trainer, athletic director, etc.
- Ensure that medical coverage continues to be provided at the athletic event if on-site medical staff accompanies the victim to the hospital.
- Consider delaying class dismissal, recess, or other changes to facilitate CPR and EMS functions.
- Designate people to cover the duties of the CPR responders.
- Copy the patient's emergency information for EMS.
- Notify the patient's emergency contact (parent/guardian, spouse, etc.).
- Notify staff and students when to return to the normal schedule.
- Contact school district administration.

(g) Post event documentation

(a) Date, time, location, who responded, result

- (h) Date, time and location of the cardiac emergency and the steps taken to respond to the cardiac emergency.
- (i) The identification of the person(s) who responded to the emergency.
- (j) The outcome of the cardiac emergency. This shall include but not be limited to a summary of the presumed medical condition of the person who experienced the cardiac emergency to the extent that the information is publicly available. Personal identifiers should not be collected unless the information is publicly available.

Building Location Information

School Name & Address _____

School Emergency Phone# *Insert #s for school-hours & after-hours, may be office during school hours* _____

Cross Streets _____

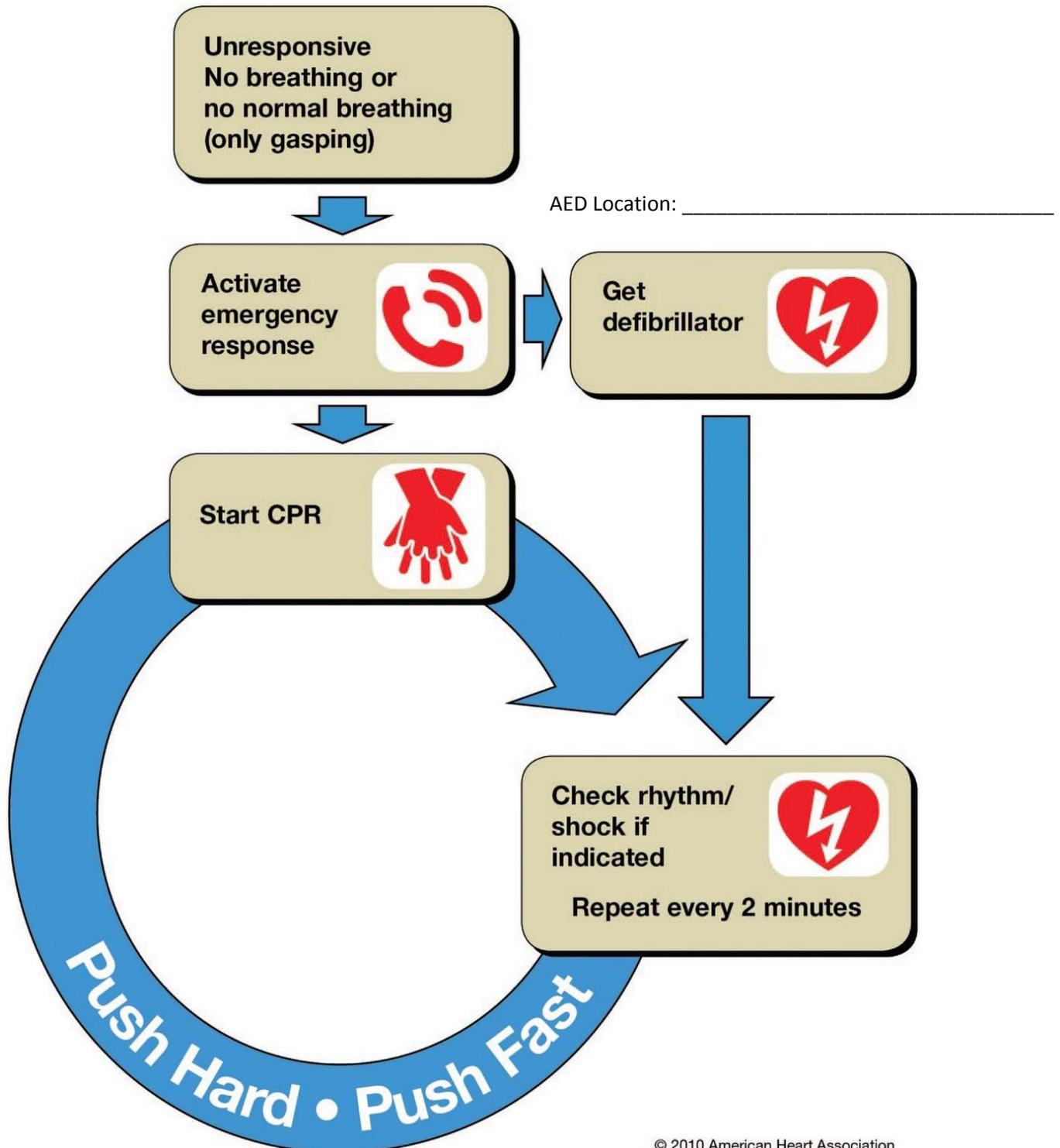
AED Location _____ **AED Location** _____

AED Location _____ **AED Location** _____

AED Location _____ **AED Location** _____

**Waverly Community Schools
CARDIAC EMERGENCY RESPONSE TEAM PROTOCOL POSTING**

Simplified Adult BLS



**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
SPECIAL BOARD MEETING
July 10, 2017**

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. Mary Ann Martin, Secretary
Mr. Alan Wright, Vice Secretary-Treasurer
Mrs. Melissa Sherry, Trustee
Mr. Calvin L. Jones, Trustee

Absent Member: Mrs. Holly Nester, Trustee

Staff Present: Mr. Evan Nuffer
Mrs. Kelly Blake
Mrs. Susan Friend
Mrs. Tiffany Wright

Others Present: Mr. Eric Delaporte, Lawyer – Thrun Law Firm, P.C.

Adoption of Meeting Agenda:

A motion was presented by Member Martin and supported by Member Jones. MOTION: The Board of Education adopt the meeting agenda with the following reports removed from Consent - Reports #17-1, #17-2 & #17-10.

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

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

The minutes of the special meeting of June 19, 2017, the regular meeting of June 19, 2017, and the special meeting of June 29, 2017 were approved as presented.

Designation of Date, Time & Location of School Board Meetings – Report #17-1 – For Action

A motion was presented by Member Martin and supported by Member Witwer. MOTION: The Board of Education establish the 2017-2018 meeting calendar **with changes in red** as follows:

<u>2017</u>	<u>2018</u>
August 21, 2017	January 22, 2018
September 18, 2017	February 26, 2018
September 25, 2017 (PD)	March 12, 2018 (PD)
October 16, 2017	March 19, 2018
November 20, 2017	April 16, 2018
December 4, 2017 (PD)	May 21, 2018
December 18, 2017	June 18, 2018

All regular meetings will begin at 6:30 PM and will be held in the Administrative Center’s Board Room. Professional Development meetings will begin at 9:00 A.M. and will be held in the East Conference Room.

A special **organizational** meeting of the Board of Education for the 2018-2019 school year will be held on Monday, July 16, 2018 at 6:30 P.M. (see changes in red)

Motion Carried. VOTE: AYES – 6; NAYS – 0 (Member Nester absent)

Designation of Person to Post Meetings – Report #17-2

A motion was presented by Member Martin and supported by Member Witwer with the following change to the wording: ***From:*** Recording Secretary, ***To:*** Administrative Assistant to The Superintendent & Board of Education, and ***from:*** her, ***to:*** his/her. In his/her absence the Superintendent shall appoint a person to post individual meetings as required. MOTION: to approve Report #17-2

Motion Carried. VOTE: AYES – 6; NAYS – 0 (Member Nester absent)

******Membership Resolution – Michigan High School athletic Association – Report #17-3 – For Action***

The Board of Education continued its membership and relationship with the Michigan High School Athletic Association (MHSAA) and adopted the membership resolution provided by the MHSAA for the year August 1, 2017 through July 31, 2018.

******Annual Designation of School Depositories – Report #17-4 – For Action***

The Board of Education designated the following banking and investment institutions for the deposit of all funds over which the Board has direct or supervisory control:

PNC Bank

General Fund – Checking

General Fund – Checking (Payroll)

Debt Retirement Fund – Money Market

Capital Projects Fund (2013 Building and Site, Series I) – Money Market

Capital Projects Fund (2016 Building and Site, Series II) – Money Market

Capital Projects Fund (Sinking Fund) – Money Market

Capital Projects Fund (General Fund Appropriations) – Money Market

COMERICA BANK

Food Service Fund – Checking and Investments

Community Services Fund – Checking and Investments

General Fund – Checking and Investments

Trust & Agency Fund – Checking

MICHIGAN SCHOOL DISTRICT LIQUID ASSET FUND

General Fund – Checking and Investments

******Designation of Professional Service Consultant – Report #17-5 – For Action***

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

******Designation of Audit Firm for 2017-18 – Report #17-6 – For Action***

The Board of Education designated Plante & Moran, PLLC, Certified Public Accountants, to audit the school district's financial records for the year ended June 30, 2018.

******Annual Designation of Authorized Signatories – Report #17-7 – For Action***

The Board of Education designated the signatories for the Waverly Community Schools' banking and investment transactions for the 2017-2018 fiscal year.

*****Annual Designation of Authorized Signatories – Report #17-7 – For Action (Continued)**

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

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

*****Designation of Electronic Transfer Officers (ETO) – Report #17-8 – For Action**

The Board of Education designated the Treasurer and the Director, Finance and Operations as the Electronic Transfer Officers (ETO) for the 2017-2018 school year.

*****Designation of Charitable Giving Fiscal Agent – Report #17-9 – For Action**

The Board of Education selected the Waverly Education Foundation as its charitable giving campaign fiscal agent for the 2017-2018 school year.

Breakfast, Lunch and Milk Prices for the 2017-2018 School Year – Report #17-10

The Board of Education establishes the following rates for food service for the 2017-2018 school year:

*Elementary Breakfast (K-6)	\$1.25
Secondary Breakfast (7-12)	\$1.50
Adult Breakfast	\$2.00
Elementary Lunch (K-6)	\$2.35
Secondary Lunch (7-12)	\$2.60
Adult Lunch	\$3.50
Milk	\$0.50
*Universal Breakfast K-6	

A motion was presented by Member Martin and supported by Member Wright. MOTION: to approve Report #17-10 as presented.

Motion carried. VOTE - AYES – 6; NAYS – 0 (Member Nester Absent)

*****Master Agreement – Waverly Administrators Education Association – Report #17-11 – For Action**

The Board of Education approves the tentative agreement as negotiated between the Waverly Administrators Education Association (WAEA) and the Board of Education as presented.

*****Policy – Second Reading – Report #17-12 – For Action**

The Board of Education approved the following policy updates at second reading:

New Policy 1619	Group Health Plans
Revised Policy 1619.01	Privacy Protection of Self-Funded Group Health Plans
Revised Policy 1619.02	Privacy Protection of Fully Insured Group Health Plans
New Policy 1619.03	Patient Protection and the Affordable Care Act
Revised Policy 2628	State Aid Incentives
Revised Policy 3142	Probationary Teachers
Replacement Policy 3419	Group Health Plans
Revised Policy 3419.01	Privacy Protection of Self-Funded Group Health Plans
Revised Policy 3419.02	Privacy Protection of Fully Funded Group Health Plans
New Policy 3419.03	Patient Protection and the Affordable Care Act
Deleted Policy 3420	Health Insurance Benefit
Replacement Policy 4419	Group Health Plans
Revised Policy 4419.01	Privacy Protection of Self-Funded Group Health Plans
Revised Policy 4419.02	Privacy Protection of Fully Funded Group Health Plans
New Policy 4419.03	Patient Protection and the Affordable Care Act
Deleted Policy 4420	Health Insurance Benefits
Replacement Policy 5111	Homeless Students
Revised Policy 5830	Student Fund Raising
Revised Policy 6424	Purchasing Cards
New Policy 6605	Crowd Funding
Revised Policy 8321	Criminal Justice Information Security
Revised Policy 0100	Technology Update
Revised Policy 7540	Technology
Revised Policy 7540.01V1	Technology Privacy
Revised Policy 7540.01V2	Technology Privacy
New Policy 8300	Continuity of Organizational Operations Plan
New Policy 8305	Informational Security
Replacement Policy 5630.01	Student Seclusion and Restraint

*****Personnel Report – Report #17-13 – For Action**

The Board of Education approved the Employment – Certified of Julie Bard (Elmwood 1st Grade Teacher); Jennifer Galasso (High School Spanish Teacher); Deborah Murray (Winans 4th Grade Teacher); Ashley Perales (Elmwood 3rd Grade Teacher); Kathryn Trudeau (Winans 3rd Grade Teacher); Mary Wever (Elmwood 4th Grade Teacher); & Emily Williams (Winans 1st Grade Teacher)

Employment – Non-Certified of Thomas Bohr (Elmwood Spec. Ed. Para); Melissa Chittenden (Colt Instr. Para); Dominique Dean (Colt Instr. Para); Olivia Harris (Elmwood 1:1 Spec. Ed. Para); Mitzi Muysenberg (Winans Instr. Para); Paul Phillips (Elmwood Instr. Para); Angela Roe (High School Spec. Ed. Para); Mark VanRemortel (Elementary Spec. Ed. Para); Maryland Vilayseng (Colt Instr. Para); Heather Wakefield (Colt Instr. Para); Carla Wey (Winans Spec. Ed. Para); and Michael Williams (High School Spec. Ed. Para)

Transfer – Non-Certified – Melissa Burghdoff (from Part Time SE Para to Full Time Spec. Ed. Para); Leslie Murray (from Part Time SE Para to Full Time Spec. Ed. Para); and Laurie Wallace (from Part Time Food Service to Full Time Instr. Para)
Resignation – Certified – Courtney Miller (Winans Elementary Teacher); and Steven Fernandez (East Intermediate Teacher)

Superintendent's Report: None

Public Comment: None

Other Board Business:

A motion to recess to *Closed Session* was presented by Member Martin and supported by Member Witwer.

Roll call vote: Ayes: Members: Jones, Sherry, Wright, Slocum, Witwer, Martin

Nays: None

Absent: Member Nester

Closed session was called to order at 6:54 pm

Closed session was adjourned at 7:41 pm

Special Meeting Adjourned at 7:41 pm:

Respectfully submitted,

Mary Ann Martin, Secretary

par

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
SPECIAL BOARD MEETING
July 24, 2017**

Opening of Meeting

The special meeting of the Waverly Community Schools Board of Education was called to order by President Britt Slocum at 8:00 a.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. Mary Ann Martin, Secretary
Mr. Calvin L. Jones, Trustee
Mrs. Holly Nester, Trustee

Members Absent: Mrs. Melissa Sherry, Trustee
Mr. Alan Wright, Vice Secretary-Treasurer

Staff Present: Mr. Evan Nuffer
Mrs. Kelly Blake
Mrs. Susan Friend
Mrs. Patty Roost
Mrs. Tiffany Wright

Purpose of the Meeting

Recommendation to approve Report #17-14 Master agreement – WEA,
Personnel Report # 17-15 & Resolution for State Aid Note Borrowing Report #17-16.

Adoption of Agenda

A motion was made by Member Witwer and Supported by Member Jones.
MOTION: The Board of Education approve the agenda as presented.

Motion carried. VOTE: AYES – 5; NAYS - 0

Master Agreement Ratification – Report #17-14 – Waverly Education Association – For Action

Superintendent Blake recommends the Board approve the tentative agreement as negotiated between WEA and the Board of Education as presented.

A motion was made by: Member Nester and supported by Member Witwer.

Motion carried: VOTE: AYES – 5; NAYS – 0

Discussion: Members Jones & Martin were glad to have a ratified contract.

*****Personnel Report – Report #17-15 – For Action**

The Board of Education approved the employment of (Administration) Shannon Huff (District Discipline Supervisor); (Certified) Kaleb Lenneman (Vocal Music Teacher gr. 7-12); Tessa Joseph (Teacher – Winans 1st gr.); and Transfer (Certified) Mary Wever (Teacher – from Elmwood 4th gr. To Technology Teacher gr. 5-8)

State Aid Note program borrowing resolution – Report #17-16 – For Action

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

A motion was made by Member Martin and supported by Member Jones.

Motion carried: VOTE: AYES - 5 NAYS – 0

Discussion: Member Slocum talked about needing to borrow because of cash flow. Evan Nuffer reiterated that it is because of the timing of receiving funds versus timing of expenditures.

Public Comment:

None

Adjournment:

The meeting adjourned at 8:06 a.m.

***** Denotes Consent Agenda**

Respectfully submitted,

Mary Ann Martin, Secretary
par

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
August 21, 2017**

Report #17-17

Subject: Personnel Report***

A. Employment – Certified

<u>Name</u>	<u>Position</u>	<u>Step/Salary</u>	<u>Effective</u>
Julianna Schoon	Grades 6-12 Orchestra Teacher	Step 4 BA/\$45,487	8/22/17
Christopher Tyler	High School Math & Computer Teacher	Step 2 MA/\$43,795	8/22/17
Jessica Hileman	Winans Grade 2 Teacher	Step 3 BA/\$43,585	8/22/17
Colleen Wedell	Elmwood Grade 4 Teacher	Step 3 BA/\$43,585	8/22/17
Debra Major	East Grade 6 Teacher	Step 6 MA/\$55,146	8/22/17
Wallace Woodman	.8 fte HS Spec Education Teacher	Step 6 MA+45/\$61,492 prorated	8/22/17
Dawn Boschi	Elmwood Grade 4 Teacher	Step 5 MA/\$52,490	8/22/17
Ronald Reynolds	East Grade 6 Teacher	Step 1 BA/\$39,002	8/22/17

B. Employment – Non-Certified

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Effective</u>
Andrew Tisdale	Instructional Paraprofessional	\$14.67	8/22/17
Brianna Milam	HS Spec Education Paraprofessional	\$14.67	8/22/17
Jonathan Vogler	HS Spec Education Paraprofessional	\$14.67	8/22/17

C. Transfer – Certified

<u>Name</u>	<u>From Position</u>	<u>To Position</u>	<u>Effective</u>
Mary Wever	Elmwood 4 th Grade Teacher	Grades 5-8 Technology Teacher	8/22/17
Jodie Thelen	.50 Title Teacher	Colt Interventionist	8/22/17
Gwen Bertram-Huber	Elmwood Classroom Teacher	Elmwood Interventionist	8/22/17
Nicole Davidson	Elmwood Classroom Teacher	Elmwood Interventionist	8/22/17
Margot Bensinger	Winans Classroom Teacher	Winans Interventionist	8/22/17
Michelle Gillespie	Winans Classroom Teacher	Winans Interventionist	8/22/17
Allison Orwat	Winans Title I Teacher	K-4 Instructional Coach	8/22/17

D. Transfer – Non-Certified

<u>Name</u>	<u>From Position</u>	<u>To Position</u>	<u>Effective</u>
Jamie Goodman	Title I Paraprofessional	Elmwood Instructional Paraprofessional	8/22/17
Carolyn Pock	Elmwood Special Ed Para	Elmwood Instructional Paraprofessional	8/22/17
Matt McMichael	High School Paraprofessional	Winans Special Education Paraprofessional	8/22/17
Andrew Cairns	East Paraprofessional	MS Special Education Paraprofessional	8/22/17
Gabe Lpez	High School Paraprofessional	MS Special Education Paraprofessional	8/22/17

E. Resignation – Certified

<u>Name</u>	<u>From Position</u>	<u>Reason</u>	<u>Effective</u>
Elizabeth Thompkins	Winans 4 th Grade Teacher	Personal	8/4/17
William Cecil	East 6 th Grade Teacher	Retirement	8/4/17
Mary Jo Pangborn	TSLI	Personal	8/10/11
Glenn Briggs	High School Social Studies Teacher	Personal	8/16/17

F. Resignation – Non-Certified

<u>Name</u>	<u>From Position</u>	<u>Reason</u>	<u>Effective</u>
Annette Laidlaw	East Student Service Secretary	Personal	8/7/17
Freda Kutz	Middle School Food Service	Retirement	8/1/17

G. Leave of Absence

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective</u>
Kelvin McGill	East Teacher	Personal	8/7/17

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR BOARD MEETING
AUGUST 21, 2017**

Report #17-18

FOR ACTION***

Subject:

Finance Report

Recommendation:

It is recommended the following be approved:

Financial Report:

The cash balance as of June 30, 2017 was \$4,748,511.33. Receipts during July, consisting of property taxes, state aid and other revenues in the amount of \$1,965,548.20 minus disbursements during July of \$2,620,134.09, left the district with a General Fund cash balance, as of July 31, 2017, of \$4,093,925.44, including \$1,500,000.00 from the issuance of a State Aid Note.

On a modified-accrual basis, 2016-17 unaudited General Fund revenues exceed expenditures by \$523,066. A summary of year to date activity in comparison to the revised budget is included in the supporting documentation.

The balance of the 2016 Building and Site, Series II Bonds remaining to be allocated, including \$6,762 of accrued interest, is \$1,164,345. A summary of life to date activity is included in the supporting documentation

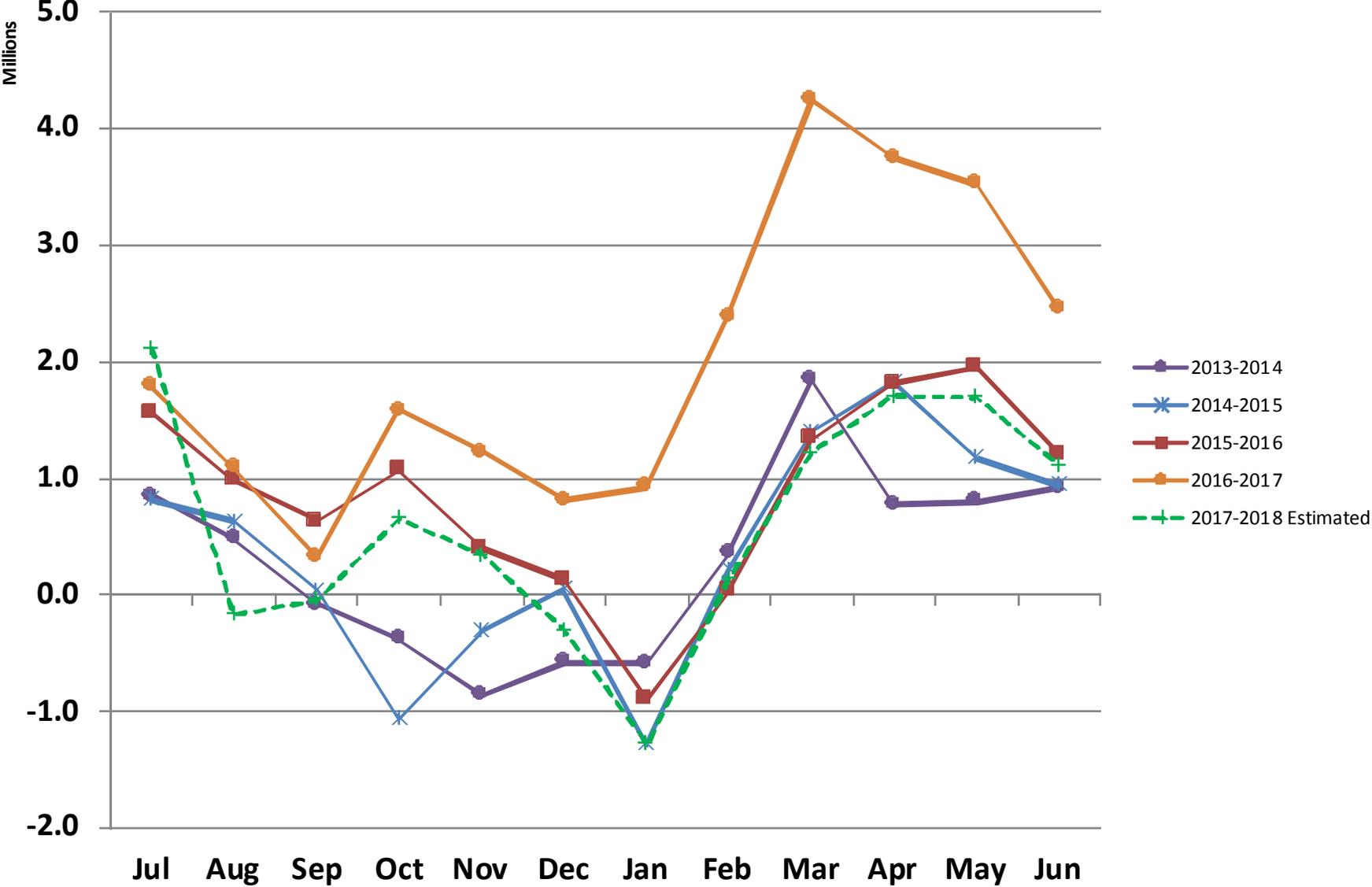
Waverly Community Schools

Finance Committee - Cash Position Report

For the Month Ended July 31, 2017

Balance on Hand June 30, 2017	4,748,511.33
Revenues	
State Aid	1,716,877.11
Taxes	45,271.95
Other Revenue	66,952.64
Interfund Transfers In	136,446.50
State Aid Note Proceeds	-
	<u>1,965,548.20</u>
Disbursements	
Payroll and Related Liabilities	(2,157,786.93)
Other Expenditures	(462,347.16)
State Aid Repayment	-
	<u>(2,620,134.09)</u>
Prior Month Adjustments During July 2017	-
Balance on Hand July 31, 2017	<u><u>4,093,925.44</u></u>
PNC Bank - General	3,995,700.82
MILAF	7,437.86
PNC Bank - Payroll	48,927.80
Comerica - Checking	41,858.96
	<u><u>4,093,925.44</u></u>
Difference	-

Waverly Community Schools Cash Flow Analysis (Monthly Lows)



**Waverly Community Schools
Budgetary Comparison Schedule
For the Year Ended June 30, 2017 (unaudited)**

	Revised Budget	Actual (Cash Basis)	Over (Under) Budget	% Available
Revenue				
Local sources	9,043,551	8,972,945	(70,606)	0.8%
State sources	18,775,178	18,908,297	133,119	-0.7%
Federal sources	631,680	540,669	(91,011)	14.4%
Intergovernmental	2,568,460	2,645,585	77,126	-3.0%
Transfers In	75,000	75,000	-	0.0%
Total revenue	31,093,869	31,142,496	48,628	-0.2%
Expenditures				
Current:				
Instruction:				
Basic program	14,224,069	14,545,313	321,244	-2.3%
Added needs	3,389,815	3,237,240	(152,575)	4.5%
Total instruction	17,613,884	17,782,553	168,669	-1.0%
Support Services:				
Pupil	2,180,689	2,171,564	(9,125)	0.4%
Instructional staff	993,453	869,965	(123,488)	12.4%
General administration	529,722	576,736	47,014	-8.9%
School administration	2,158,741	2,097,362	(61,379)	2.8%
Business	464,478	424,096	(40,382)	8.7%
Operations and maintenance	3,259,930	3,040,047	(219,883)	6.7%
Pupil transportation services	917,210	868,990	(48,220)	5.3%
Central	464,815	399,390	(65,425)	14.1%
Other	32,850	27,324	(5,526)	16.8%
Total support services	11,001,888	10,475,472	(526,416)	4.8%
Athletics	510,834	489,577	(21,257)	4.2%
Community services	30,039	35,545	5,506	-18.3%
Non Publics	2,363	935	(1,428)	60.4%
Debt service:				
Principal	130,000	130,000	-	0.0%
Interest	16,850	16,850	-	0.0%
Capital outlay	377,220	425,591	48,371	-12.8%
Payments to other public schools	835,442	912,906	77,464	-9.3%
Total expenditures	30,518,520	30,269,430	(249,090)	0.8%
Excess of Revenue (Under)Over Expenditures	575,349	873,066	297,717	
Transfers Out	350,000	350,000	-	
Net Change in Fund Balance	225,349	523,066	297,717	
Favorable Expenditure Variance (1.5%)	457,778	-	(457,778)	
Projected Change in Fund Balance	683,127	523,066	160,060	
Fund Balance - Beginning of year	3,670,446	3,670,446		
Fund Balance - End of year	4,353,573	4,193,512		
	14.3%	13.7%		

Waverly Community Schools
2016 Building and Site Bonds, Series II
Budget Summary
As of July 31, 2017

	Budget	Actual	Encumbered	Balance Remaining
Construction				
Remodeling	838,157	946,155	0	(107,999)
Site Improvements	96,342	228,638	(0)	(132,296)
Technology Infrastructure	-	-	-	-
Construction Base Budget Subtotal	934,499	1,174,793	0	(240,295)
Technology Equipment - Contract				
Interactive Classroom	-	-	-	-
Network Equipment	-	-	-	-
Wireless Network	-	-	-	-
Phone System	-	-	-	-
AV Systems	122,000	57,212	810	63,978
Video Distribution/Video Production	150,000	-	-	150,000
Tech Equipment Contract Subtotal	272,000	57,212	810	213,978
Technology Equipment - Owner PO				
Computers/Mobile Devices	1,162,653	244,481	(0)	918,172
Servers/Backend Systems	35,000	-	-	35,000
Printers	-	-	-	-
AV Equipment	53,350	-	-	53,350
Non-Instructional Equipment (from FFE)	-	-	-	-
Tech Equipment Owner PO Subtotal	1,251,003	244,481	(0)	1,006,522
District				
Loose Equipment (Furniture & Transportation)	701,452	688,273	57,199	(44,019)
Project Contingency	-	-	-	-
Owner GC/Contingency/Issuance Costs	253,453	30,903	-	222,550
Field General Conditions	-	18,992	-	(18,992)
Architect	40,625	10,739	-	29,886
Tech Design/Construction Mgr	46,968	117,024	-	(70,056)
District Subtotal	1,042,498	865,931	57,199	119,369
Totals	3,500,000	2,342,417	58,009	1,099,574

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
AUGUST 21, 2017**

Report #17-19

FOR ACTION***

Subject:

Certification of Winter Tax Levy

Recommendation:

The Superintendent recommends the Board of Education adopt the proposed winter tax levy for the City of Lansing, Delta Township, Lansing Township, Watertown Township and Windsor Township. A copy of the certification (L-4029) is included in the support materials.

Statement of Purpose:

To certify the tax levy, allowing local taxing units to collect winter taxes for the district.

Budget Impact:

If the certification of tax levy is not adopted, taxing units will not collect winter taxes for the school district.

Historical Perspective:

Section 380.1213 of Michigan School Code provides that the Secretary of the Board of Education file a certified copy of a resolution adopted by the Board, stating the number of mills to be levied on taxable properties within the school district. This certification is to be filed with the appropriate township(s) and city clerk(s).

A breakdown of the winter tax levy is as follows:

<u>Operating</u>	<u>Rate ⁽¹⁾</u>	<u>Rate ⁽²⁾</u>	<u>Expires</u>
All – Voted (Hold Harmless)	2.3031	4.6062	December 31, 2022
Commercial Personal – Voted	5.3004	10.6008	December 31, 2022
Non-Home – Voted	6.6942	13.3884	December 31, 2022
 <u>2013 Building and Site Debt</u>			
All	0.2000	0.4000	December 31, 2022
 <u>2013 Refunding Debt</u>			
All	3.2500	6.5000	December 31, 2020
 <u>2016 Building and Site Debt</u>			
All	0.0500	0.1000	December 31, 2022
 <u>2016 Sinking Fund</u>			
All	0.5000	1.0000	December 31, 2025

⁽¹⁾ – City of Lansing, Lansing Township and Delta Township

⁽²⁾ – Watertown Township and Windsor Township

The winter levy for the City of Lansing, Lansing Township and Delta Township is based upon fifty percent (50%) of the total levy.

Discussion of Options:

The Board may adopt the recommendation as presented, reject the recommendation or could reduce the amount of any of the above levies. Any reduction in tax levy will result in the loss of revenue for the District.

Strategic Plan Reference:

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

2017 Tax Rate Request (This form must be completed and submitted on or before September 30, 2017)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

Carefully read the instructions on page 2.

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory; Penalty applies.

County(ies) Where the Local Government Unit Levies Taxes Eaton County - Windsor Township	2017 Taxable Value for ALL Properties in the Unit as of 5-22-17. 20,696,570
Local Government Unit Requesting Millage Levy Waverly Community Schools	For LOCAL School Districts: 2017 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties. not yet known

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2017 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election, Charter, etc.	(5)** 2016 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2017 Current Year "Headlee" Millage Reduction Fraction	(7) 2017 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
Extra Voted	Operating NON-HOME	05/2012	18.0000	17.9946	1.0000	17.9946	1.0000	17.9946		13.3884	12/2022
Hold Harmless Extra Voted	Operating ALL	05/2012	9.3000	9.3000	1.0000	9.3000	1.0000	9.3000		4.6062	12/2022
Extra Voted	2013 Refunding DEBT-ALL	06/2000	6.5000	N/A	1.0000	N/A	1.0000	6.5000		6.5000	12/2020
Extra Voted	2013 Bldg/Site DEBT-ALL	05/2013	0.4000	N/A	1.0000	N/A	1.0000	0.4000		0.4000	12/2022
Extra Voted	2016 Bldg/Site DEBT-ALL	05/2013	0.1000	N/A	1.0000	N/A	1.0000	0.1000		0.1000	12/2022
Extra Voted	Sinking Fd DEBT-ALL	03/2016	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000		1.0000	12/2025

Prepared by Heather Walls	Telephone Number (517) 244-1291	Title of Preparer Director, Business Operations, Ingham ISD	Date 08/11/17
-------------------------------------	---	---	-------------------------

CERTIFICATION: As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

<input type="checkbox"/> Clerk	Signature	Print Name	Date
<input checked="" type="checkbox"/> Secretary			
<input type="checkbox"/> Chairperson	Signature	Print Name	Date
<input checked="" type="checkbox"/> President			

* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

** **IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).

Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 3 of 2017 for instructions on completing this section.	
Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate ***
For Principal Residence, Qualified Ag, Qualified Forest and Industrial Personal	4.6062
For Commercial Personal	10.6008
For all Other	17.9946

***** FOR DECEMBER 1 LEVY**

2017 Tax Rate Request (This form must be completed and submitted on or before September 30, 2017)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

Carefully read the instructions on page 2.

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory; Penalty applies.

County(ies) Where the Local Government Unit Levies Taxes Clinton County - Watertown Twp.	2017 Taxable Value for ALL Properties in the Unit as of 5-22-17. 73,209,370
Local Government Unit Requesting Millage Levy Waverly Community Schools	For LOCAL School Districts: 2017 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties. not yet known

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2017 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election, Charter, etc.	(5)** 2016 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2017 Current Year "Headlee" Millage Reduction Fraction	(7) 2017 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
Extra Voted	Operating NON-HOME	05/2012	18.0000	17.9946	1.0000	17.9946	1.0000	17.9946		13.3884	12/2022
Hold Harmless Extra Voted	Operating ALL	05/2012	9.3000	9.3000	1.0000	9.3000	1.0000	9.3000		4.6062	12/2022
Extra Voted	2013 Refunding DEBT-ALL	06/2000	6.5000	N/A	1.0000	N/A	1.0000	6.5000		6.5000	12/2020
Extra Voted	2013 Bldg/Site DEBT-ALL	05/2013	0.4000	N/A	1.0000	N/A	1.0000	0.4000		0.4000	12/2022
Extra Voted	2016 Bldg/Site DEBT-ALL	05/2013	0.1000	N/A	1.0000	N/A	1.0000	0.1000		0.1000	12/2022
Extra Voted	Sinking Fd DEBT-ALL	03/2016	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000		1.0000	12/2025

Prepared by Heather Walls	Telephone Number (517) 244-1291	Title of Preparer Director, Business Operations, Ingham ISD	Date 08/11/17
-------------------------------------	---	---	-------------------------

CERTIFICATION: As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

<input type="checkbox"/> Clerk	Signature	Print Name	Date
<input checked="" type="checkbox"/> Secretary			
<input type="checkbox"/> Chairperson	Signature	Print Name	Date
<input checked="" type="checkbox"/> President			

* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

** **IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).

Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 3 of 2017 for instructions on completing this section.	
Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate ***
For Principal Residence, Qualified Ag, Qualified Forest and Industrial Personal	4.6062
For Commercial Personal	10.6008
For all Other	17.9946

***** FOR DECEMBER 1 LEVY**

2017 Tax Rate Request (This form must be completed and submitted on or before September 30, 2017)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

Carefully read the instructions on page 2.

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory; Penalty applies.

County(ies) Where the Local Government Unit Levies Taxes Eaton County - City of Lansing	2017 Taxable Value for ALL Properties in the Unit as of 5-22-17. 176,500
Local Government Unit Requesting Millage Levy Waverly Community Schools	For LOCAL School Districts: 2017 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties. not yet known

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2017 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election, Charter, etc.	(5)** 2016 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2017 Current Year "Headlee" Millage Reduction Fraction	(7) 2017 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
Extra Voted	Operating NON-HOME	05/2012	18.0000	17.9946	1.0000	17.9946	1.0000	17.9946	6.6942	6.6942	12/2022
Hold Harmless Extra Voted	Operating ALL	05/2012	9.3000	9.3000	1.0000	9.3000	1.0000	9.3000	2.3031	2.3031	12/2022
Extra Voted	2013 Refunding DEBT-ALL	06/2000	6.5000	N/A	1.0000	N/A	1.0000	6.5000	3.2500	3.2500	12/2020
Extra Voted	2013 Bldg/Site DEBT-ALL	05/2013	0.4000	N/A	1.0000	N/A	1.0000	0.4000	0.2000	0.2000	12/2022
Extra Voted	2016 Bldg/Site DEBT-ALL	05/2013	0.1000	N/A	1.0000	N/A	1.0000	0.1000	0.0500	0.0500	12/2022
Extra Voted	Sinking Fd ALL	03/2016	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	0.5000	0.5000	12/2025

Prepared by Heather Walls	Telephone Number (517) 244-1291	Title of Preparer Director, Business Operations, Ingham ISD	Date 08/11/17
-------------------------------------	---	---	-------------------------

CERTIFICATION: As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

<input type="checkbox"/> Clerk	Signature	Print Name	Date
<input checked="" type="checkbox"/> Secretary			
<input type="checkbox"/> Chairperson	Signature	Print Name	Date
<input checked="" type="checkbox"/> President			

* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

** **IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).

Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 3 of 2017 for instructions on completing this section.	
Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate ***
For Principal Residence, Qualified Ag, Qualified Forest and Industrial Personal	2.3031
For Commercial Personal	5.3004
For all Other	8.9973

***** FOR DECEMBER 1 LEVY**

2017 Tax Rate Request (This form must be completed and submitted on or before September 30, 2017)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

Carefully read the instructions on page 2.

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory; Penalty applies.

County(ies) Where the Local Government Unit Levies Taxes Eaton County - Delta Township	2017 Taxable Value for ALL Properties in the Unit as of 5-22-17. 603,424,564
Local Government Unit Requesting Millage Levy Waverly Community Schools	For LOCAL School Districts: 2017 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties. not yet known

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2017 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election, Charter, etc.	(5)** 2016 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2017 Current Year "Headlee" Millage Reduction Fraction	(7) 2017 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
Extra Voted	Operating NON-HOME	05/2012	18.0000	17.9946	1.0000	17.9946	1.0000	17.9946	6.6942	6.6942	12/2022
Hold Harmless Extra Voted	Operating ALL	05/2012	9.3000	9.3000	1.0000	9.3000	1.0000	9.3000	2.3031	2.3031	12/2022
Extra Voted	2013 Refunding DEBT-ALL	06/2000	6.5000	N/A	1.0000	N/A	1.0000	6.5000	3.2500	3.2500	12/2020
Extra Voted	2013 Bldg/Site DEBT-ALL	05/2013	0.4000	N/A	1.0000	N/A	1.0000	0.4000	0.2000	0.2000	12/2022
Extra Voted	2016 Bldg/Site DEBT-ALL	05/2013	0.1000	N/A	1.0000	N/A	1.0000	0.1000	0.0500	0.0500	12/2022
Extra Voted	Sinking Fd ALL	03/2016	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	0.5000	0.5000	12/2025

Prepared by Heather Walls	Telephone Number (517) 244-1291	Title of Preparer Director, Business Operations, Ingham ISD	Date 08/11/17
-------------------------------------	---	---	-------------------------

CERTIFICATION: As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

<input type="checkbox"/> Clerk	Signature	Print Name	Date
<input checked="" type="checkbox"/> Secretary			
<input type="checkbox"/> Chairperson	Signature	Print Name	Date
<input checked="" type="checkbox"/> President			

* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

** **IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).

Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 3 of 2017 for instructions on completing this section.	
Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate ***
For Principal Residence, Qualified Ag, Qualified Forest and Industrial Personal	2.3031
For Commercial Personal	5.3004
For all Other	8.9973

***** FOR DECEMBER 1 LEVY**

2017 Tax Rate Request (This form must be completed and submitted on or before September 30, 2017)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

Carefully read the instructions on page 2.

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory; Penalty applies.

County(ies) Where the Local Government Unit Levies Taxes Ingham County - City of Lansing	2017 Taxable Value for ALL Properties in the Unit as of 5-22-17. 1,879,724
Local Government Unit Requesting Millage Levy Waverly Community Schools	For LOCAL School Districts: 2017 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties. not yet known

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2017 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election, Charter, etc.	(5)** 2016 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2017 Current Year "Headlee" Millage Reduction Fraction	(7) 2017 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
Extra Voted	Operating NON-HOME	05/2012	18.0000	17.9946	1.0000	17.9946	1.0000	17.9946	6.6942	6.6942	12/2022
Hold Harmless Extra Voted	Operating ALL	05/2012	9.3000	9.3000	1.0000	9.3000	1.0000	9.3000	2.3031	2.3031	12/2022
Extra Voted	2013 Refunding DEBT-ALL	06/2000	6.5000	N/A	1.0000	N/A	1.0000	6.5000	3.2500	3.2500	12/2020
Extra Voted	2013 Bldg/Site DEBT-ALL	05/2013	0.4000	N/A	1.0000	N/A	1.0000	0.4000	0.2000	0.2000	12/2022
Extra Voted	2016 Bldg/Site DEBT-ALL	05/2013	0.1000	N/A	1.0000	N/A	1.0000	0.1000	0.0500	0.0500	12/2022
Extra Voted	Sinking Fd ALL	03/2016	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	0.5000	0.5000	12/2025

Prepared by Heather Walls	Telephone Number (517) 244-1291	Title of Preparer Director, Business Operations, Ingham ISD	Date 08/11/17
-------------------------------------	---	---	-------------------------

CERTIFICATION: As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

<input type="checkbox"/> Clerk	Signature	Print Name	Date
<input checked="" type="checkbox"/> Secretary			
<input type="checkbox"/> Chairperson	Signature	Print Name	Date
<input checked="" type="checkbox"/> President			

* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

** **IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).

Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 3 of 2017 for instructions on completing this section.	
Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate ***
For Principal Residence, Qualified Ag, Qualified Forest and Industrial Personal	2.3031
For Commercial Personal	5.3004
For all Other	8.9973

***** FOR DECEMBER 1 LEVY**

2017 Tax Rate Request (This form must be completed and submitted on or before September 30, 2017)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

Carefully read the instructions on page 2.

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory; Penalty applies.

County(ies) Where the Local Government Unit Levies Taxes Ingham County - Lansing Township	2017 Taxable Value for ALL Properties in the Unit as of 5-22-17. 112,708,966
Local Government Unit Requesting Millage Levy Waverly Community Schools	For LOCAL School Districts: 2017 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties. not yet known

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2017 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election, Charter, etc.	(5)** 2016 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2017 Current Year "Headlee" Millage Reduction Fraction	(7) 2017 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
Extra Voted	Operating NON-HOME	05/2012	18.0000	17.9946	1.0000	17.9946	1.0000	17.9946	6.6942	6.6942	12/2022
Hold Harmless Extra Voted	Operating ALL	05/2012	9.3000	9.3000	1.0000	9.3000	1.0000	9.3000	2.3031	2.3031	12/2022
Extra Voted	2013 Refunding DEBT-ALL	06/2000	6.5000	N/A	1.0000	N/A	1.0000	6.5000	3.2500	3.2500	12/2020
Extra Voted	2013 Bldg/Site DEBT-ALL	05/2013	0.4000	N/A	1.0000	N/A	1.0000	0.4000	0.2000	0.2000	12/2022
Extra Voted	2016 Bldg/Site DEBT-ALL	05/2013	0.1000	N/A	1.0000	N/A	1.0000	0.1000	0.0500	0.0500	12/2022
Extra Voted	Sinking Fd ALL	03/2016	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	0.5000	0.5000	12/2025

Prepared by Heather Walls	Telephone Number (517) 244-1291	Title of Preparer Director, Business Operations, Ingham ISD	Date 08/11/17
-------------------------------------	---	---	-------------------------

CERTIFICATION: As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

<input type="checkbox"/> Clerk	Signature	Print Name	Date
<input checked="" type="checkbox"/> Secretary			
<input type="checkbox"/> Chairperson	Signature	Print Name	Date
<input checked="" type="checkbox"/> President			

* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

** **IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).

Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 3 of 2017 for instructions on completing this section.	
Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate ***
For Principal Residence, Qualified Ag, Qualified Forest and Industrial Personal	2.3031
For Commercial Personal	5.3004
For all Other	8.9973

*** **FOR DECEMBER 1 LEVY**

2017 SUMMARY OF ESTIMATED WINTER SINKING FUND LEVY *

WAVERLY COMMUNITY SCHOOLS

**UNITS THAT COLLECT BOTH
SUMMER & WINTER**

<u>Assessing Unit</u>	<u>2017 Total Taxable Valuation</u>	<u>Total SINKING FUND (One-half year rate) 0.5000</u>
Lansing Township	112,708,966	\$56,354.48
City of Lansing - Ingham	1,879,724	\$939.86
Delta Township	603,424,564	\$301,712.28
City of Lansing - Eaton (New 2016)	176,500	\$88.25

**UNITS THAT COLLECT
ONLY IN WINTER**

<u>Assessing Unit</u>	<u>2017 Total Taxable Valuation</u>	<u>Total SINKING FUND (Full year rate) 1.0000</u>
Watertown Township	73,209,370	\$73,209.37
Windsor Township	20,696,570	\$20,696.57
TOTAL WINTER SINKING FUND	812,095,694	\$453,000.82

* Note: This property tax levy information is for SINKING FUND ONLY. Refer to L-4029 for oper:

2017 SUMMARY OF ESTIMATED WINTER DEBT LEVY *

WAVERLY COMMUNITY SCHOOLS

**UNITS THAT COLLECT BOTH
SUMMER & WINTER**

Assessing Unit	2017 Total Taxable Valuation	WAVERLY DEBT LEVY (One-half year rate)				Total Debt (One-half year rate)
		2013 Bldg & Site (2013)	2016 Bldg & Site (2013)	2013 Refunding (2000)		
		0.2000	0.0500	3.2500	3.5000	
Lansing Township	112,708,966	\$22,541.79	\$5,635.45	\$366,304.14	\$394,481.38	
City of Lansing - Ingham	1,879,724	\$375.94	\$93.99	\$6,109.10	\$6,579.03	
Delta Township	603,424,564	\$120,684.91	\$30,171.23	\$1,961,129.83	\$2,111,985.97	
City of Lansing - Eaton (New 2016)	176,500	\$35.30	\$8.83	\$573.63	\$617.76	

34

**UNITS THAT COLLECT
ONLY IN WINTER**

Assessing Unit	2017 Total Taxable Valuation	WAVERLY DEBT LEVY (Full year rate)				Total Debt (Full year rate)
		2013 Bldg & Site (2013)	2016 Bldg & Site (2013)	2013 Refunding (2000)		
		0.4000	0.1000	6.5000	7.0000	
Watertown Township	73,209,370	\$29,283.75	\$7,320.94	\$475,860.91	\$512,465.60	
Windsor Township	20,696,570	\$8,278.63	\$2,069.66	\$134,527.71	\$144,876.00	
TOTAL WINTER DEBT	812,095,694	\$181,200.32	\$45,300.10	\$2,944,505.32	\$3,171,005.74	

* Note: This property tax levy information is for Debt ONLY. Refer to L-4029 for operating levy.

**INGHAM INTERMEDIATE SCHOOL DISTRICT
TAXABLE VALUATIONS**

Please Note:

These figures are the ad valorem tax roll.
They include amounts that will be diverted
due to TIFA/DDA/LDFA.

DISTRICT: WAVERLY SCHOOLS

**The Non-Homestead numbers below are for Headlee calculation only!
Different Non-Homestead numbers may be used for property tax bills.**

<u>ASSESSMENT UNIT</u>	<u>2016 TAXABLE</u>	<u>2016 LOSSES</u>	<u>2017 ADDITIONS</u>	<u>TOTAL 2017 TAXABLE</u>
Lansing Township	111,414,682	1,613,109	2,037,461	112,708,966
Non-Homestead	52,178,965	293,353	299,400	52,672,124
Lansing City-Ingham	1,817,741	7,100	2,300	1,879,724
Non-Homestead	168,255	1,300	1,900	198,851
Watertown Township	70,948,118	116,486	1,195,829	73,209,370
Non-Homestead	43,462,639	9,686	1,130,929	44,835,978
Eaton County Total	613,945,644	5,545,397	18,078,325	624,297,634
Non-Homestead	279,511,041	393,216	4,879,800	285,667,901
Delta Township	593,083,176	5,083,197	17,603,500	603,424,564
Non-Homestead	268,258,482	331,116	4,879,800	274,486,154
Lansing City-Eaton NEW	2,100	100	174,600	176,500
Non-Homestead	2,100	100	0	1,900
Windsor Township	20,860,368	462,100	300,225	20,696,570
Non-Homestead	11,250,459	62,000	0	11,179,847
TOTAL All Property	798,126,185	7,282,092	21,313,915	812,095,694
Total Non-Homestead	375,320,900	697,555	6,312,029	383,374,854

	<u>All Property</u>		<u>Non-Homestead Property</u>	
Percentage of Overall Increase	1.7503%		2.1459%	
Increase on Existing	-0.0079%		0.6512%	
2017 Base Tax Rate Fraction	1.0001	Truth in Taxation	0.9935	Truth in Taxation
2017 Millage Reduction Fraction	1.0091	Headlee	1.0025	Headlee
		(Cap = 1.0000)		(Cap = 1.0000)

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR BOARD MEETING
AUGUST 21, 2017**

Report #17-20

FOR ACTION

Subject:

State Aid Note program borrowing resolution

Recommendation:

The Superintendent recommends the Board of Education approve the resolution to amend the language of a resolution adopted by this Board on July 24, 2017 to permit the issuance of a State Aid Note.

Statement of Purpose:

The previous resolution was adopted with the intent of seeking a Note that would be subject to redemption prior to maturity. Upon further analysis, a Note that shall not be subject to redemption prior to maturity is in the best interest of the District.

Budget Impact:

No change

Historical Perspective:

Under the terms of Section 1225 of Act 451, the School District is authorized to borrow money for school operations and issue notes pledging for the repayment of those notes. For the first time in 2012-2013 the District needed to borrow from the Michigan Finance Authority (MFA) State Aid Note (SAN) program to meet cash needs. Last year the District borrowed direct from PNC Bank at a fixed interest rate of 1.185% per annum.

Discussion of Options:

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

Rationale for Recommendation:

In order to complete the sale of not to exceed One Million Five Hundred Thousand Dollars (\$1,500,000) State Aid Notes with the lowest responsible bidder, the Board must amend the resolution to grant authority to a member of either the administrative staff or the Board to accept a Note that shall not be subject to redemption prior to maturity.

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.

STATE AID OPERATING NOTES AMENDING RESOLUTION

Waverly Community Schools, Ingham, Eaton and Clinton Counties, Michigan (the “Issuer”)

A regular meeting of the board of education of the Issuer (the “Board”) was held in the _____, within the boundaries of the Issuer, on the _____ day of August, 2017, at ____ o’clock in the __.m.

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. Under the terms of Section 1225 of Act 451, Public Acts of Michigan, 1976, as amended, and Act 34, Public Acts of Michigan, 2001, as amended, this Board on July 24, 2017, authorized a member of either the administrative staff or the Board of the Issuer to arrange the sale of not to exceed One Million Five Hundred Thousand Dollars (\$1,500,000) State Aid Notes (the “Notes”) of the Issuer; and

2. This Board deems it necessary to amend the language of said resolution adopted by this Board on July 24, 2017 to permit issuance of the Notes.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. This Board hereby pledges monies to be received by it from state school aid for the prompt payment of the principal and interest on the Notes when due. As additional security, the Board hereby pledges the full faith, credit and resources of the Issuer and, in the event of the unavailability or insufficiency of state school aid for any reasons, the Notes are payable from tax levies within its constitutional and statutory limitations or from unencumbered funds of the Issuer. The pledge of the full faith, credit and resources is subordinate to any encumbrances of tax levies pledged or to be pledged for the payment of any tax anticipation notes issued or to be issued by the Board pursuant to Act 34, Public Acts of Michigan, 2001, as amended.

2. The Notes shall not be subject to redemption prior to maturity.

3. The form of the Notes shall be in substantially the form set forth and attached hereto as Exhibit A.

4. The Board hereby designates the Notes of this issue as “Qualified Tax-Exempt Obligations” for purposes of deduction of interest expense by financial institutions under the provisions of the Internal Revenue Code of 1986, as amended. The Board covenants to comply with existing provisions of the Internal Revenue Code of 1986, as amended, necessary to maintain the exemption of interest on the Notes from federal income taxation.



5. 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 constitutes a true and complete copy of a resolution adopted by the Board at a regular meeting held on August ___, 2017, the original of which is part of the Board's 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, Public Acts of Michigan, 1976, as amended).

Secretary, Board of Education

CJI/ssw



EXHIBIT A

**UNITED STATES OF AMERICA
STATE OF MICHIGAN
COUNTIES OF INGHAM, EATON AND CLINTON
WAVERLY COMMUNITY SCHOOLS
STATE AID NOTE**

REGISTERED OWNER:

PRINCIPAL AMOUNT:

Waverly Community Schools, Counties of Ingham, Eaton and Clinton, State of Michigan (the "Issuer"), for value received, hereby promises to pay to the Registered Owner specified above, or registered assigns, the Principal Amount specified above on the Maturity Date specified above, with interest thereon from the date hereof until paid at the Rate specified above based on a 360-day year, 30-day month, on presentation and surrender of this note (the "Note") at _____, Michigan (the "Paying Agent"). This Note is issued in minimum denominations of \$100,000 or multiples of \$1,000 in excess of \$100,000.

This Note is not subject to redemption prior to maturity.

This Note is issued under the provisions of Section 1225 of Act 451, Public Acts of Michigan, 1976, as amended, and Act 34, Public Acts of Michigan, 2001, as amended, for the purpose of providing money for school operations for the 2017-2018 fiscal year. The Issuer has pledged for the payment of this Note monies to be received by it from state school aid. As additional security the Issuer has pledged the full faith, credit and resources of the Issuer and, in the event of the unavailability or insufficiency of state school aid for any reason, this Note is payable from tax levies within the Issuer's constitutional and statutory limitations or from unencumbered funds of the Issuer. The pledge of the full faith, credit and resources is subordinate to any encumbrances of tax levies pledged for the payment of tax anticipation notes issued or to be issued by the Issuer pursuant to Act 34, Public Acts of Michigan, 2001, as amended.

The Issuer has designated this Note as a "Qualified Tax-Exempt Obligation" for the purpose of deduction of interest expense by financial institutions under the provisions of the Internal Revenue Code of 1986, as amended.

It is hereby certified and recited that all acts, conditions and things required by law, precedent to and in the issuance of this Note, have been done, exist and have happened in regular and due time and form as required by law, and that the total indebtedness of the Issuer, including this Note, does not exceed any constitutional or statutory limitation.

This Note shall not be deemed a valid and binding obligation of the Issuer in the absence of authentication by manual execution hereof by the authorized signatory of the Paying Agent.

IN WITNESS WHEREOF, Waverly Community Schools, Counties of Ingham, Eaton and Clinton, State of Michigan, by its Board of Education, has caused this Note to be signed in the name of the Issuer by its President and Secretary, as of August 21, 2017, and to be manually signed by the authorized signatory of the Paying Agent as of the date set forth below.

Waverly Community Schools
Counties of Ingham, Eaton and Clinton
State of Michigan

By Form Only - Not for Execution
President

And Form Only - Not for Execution
Secretary

CERTIFICATE OF AUTHENTICATION

Dated: _____ This Note is one of the Notes described herein.

[NAME OF BANK]
_____, MICHIGAN
PAYING AGENT

By _____
Authorized Signatory



AMOUNT: