



**BOARD OF EDUCATION
REGULAR MEETING**

September 25, 2017 — 7:00 p.m.
Whitmore Lake High School Media Center



WHITMORE LAKE PUBLIC SCHOOLS BOARD OF EDUCATION

Mission Statement

*Partnering with students, parents, and the community to
provide exceptional, personalized education.*

REGULAR MEETING

Monday, September 25, 2017 – 7:00 p.m.

Whitmore Lake High School Media Center
7430 Whitmore Lake Rd.
Whitmore Lake, MI 48189

CALL TO ORDER

PLEDGE OF ALLEGIANCE

BOARD OF EDUCATION ROLL CALL

APPROVAL OF AGENDA

CALL TO THE PUBLIC

“The meeting is a meeting of the Board of Education in public for the purpose of conducting the School District’s business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in the agenda.”

BOARD CLARIFICATION

STUDENT COUNCIL

Karolyn Wagner will present the student council report.

CONSENT ITEMS

Approval of minutes from the August 21, 2017 Board of Education Regular Meeting, the September 11, 2017 Board of Education Regular Meeting, the September 11, 2017 closed session (to be handed out at the meeting) and the September 15, 2017 Finance Committee Meeting. (**Attachment 1**)

Approve fund transfer of \$196,636 in payments from Accounts payable as per attachment 2; further, to approve the transfer of \$316,611 from Accounts Payable to cover the payrolls of August 15, 2017, and August 31, 2017. (**Attachment 2**)

COMMITTEE REPORTS

OLD BUSINESS

MASB Delegate Assembly

The Michigan Association of School Boards Delegate 2017 Assembly will begin Thursday, November 9, 2017 at the Lansing Center. The board may select an official voting delegate and alternate; this selection must be certified by October 13, 2017.

**ACADEMIC ACHIEVEMENT
PRESENTATION**

Director of Instruction, Jill Henry, will provide an overview of M-Step scores, SAT results, and AP results.

SUPERINTENDENT'S REPORT

OTHER INFORMATION

ANNOUNCEMENTS

The next Regular Meeting of the Board of Education will be held on Monday, October 9, 2017 at 7:00 p.m. in the High School Media Center.

CALL TO THE PUBLIC

BOARD MEMBER REPORTS

Mr. Cole, Mr. Henry, Mrs. Kritzman, Mrs. McCully, Mr. Meadows, Mrs. Schwennesen, and Mr. Dignan

ADJOURNMENT

Please fill out a "Public Participation Request" form if you wish to address the Board prior to the Public Comment section of the meeting. Please include your name, address and topic you wish to speak on. Those wishing to speak in Public Comment are limited to three (3) minutes.

0000 – BYLAWS

0160 - MEETINGS

0167.3 – Public Participation at Board Meetings

Tape or video recordings are permitted subject to the following conditions:

- A. No obstructions are created between the Board and the audience.
- B. No interviews are conducted in the meeting room while the Board is in session.
- C. No commentary, adjustment of equipment, or positioning of operators is made that would distract either the Board or members of the audience while the Board is in session.

The person operating the recorder should contact the Superintendent prior to the Board meeting to review possible placement of the equipment.

M.C.L. 15.253(4)(5)(6), 380.1808

Revised 9/27/2010

Use of Recording Devices

Anyone attending a school event who wishes to record the activity on a visual recording device shall be asked to abide by the following rules:

- A. The recorder must operate the device within the area designated by the principal or director of the activity.
- B. The camera must not block the view of any other attendees or interfere with others who seek to record the activity.
- C. Those who record or assist a recorder must not block any passageways nor interfere with any other attendee's participation or observation of the activity.
- D. If sound is also being recorded, the recorder must not ask other attendees to be quiet or to change their behavior in order to improve the quality of the sound.
- E. If the District is recording the activity, the principal may arrange for a person to obtain a copy providing s/he agrees to provide a tape and pay whatever the principal may need to charge to cover the costs of transfer.

Where the District does not possess the appropriate license or permission to allow the recording of a copyrighted work or performance, notice will be given, when possible, prior to the exhibit or performance. Announcements shall be made at the beginning of any such exhibit or performance.

1



Whitmore Lake Public Schools

BOARD OF EDUCATION

Regular Meeting Minutes

August 21, 2017 – District Office Conference Room – 6:00 p.m.

MEMBERS PRESENT

Ken Dignan (*President*), Bob Henry (*Treasurer*), Michelle Kritzman (*Secretary*), Lee Cole (*Trustee*), Lisa McCully (*Trustee*), and John Meadows (*Trustee*)

MEMBERS ABSENT

Laura Schwennesen (*Vice President*)

ADMINISTRATORS PRESENT

Superintendent, Tom DeKeyser, Director of Finance & Operations, Denise Kerrigan, Elementary Principal and ECC Director, Sue Wanamaker, and Director of Student Services, Melissa Heuker

OTHERS PRESENT

Staff, parents and members of the community

CALL TO ORDER

At 6:00 p.m. by President Ken Dignan.

APPROVAL OF AGENDA

Motion to approve the agenda as presented made by Mr. Dignan; supported by Mrs. McCully.

Ayes – 6; Nays – 0, motion carried

CALL TO THE PUBLIC

None

STUDENT COUNCIL

Student Council Representative, Karolyn Wagner, shared they will be meeting Wednesday, August 23, 2017 to start planning for homecoming. She also thanked Board members who came out and donated blood during the blood drive and helping make it a huge success.

CONSENT ITEMS

Motion to approve the minutes from the July 24, 2017 Board of Education Regular Meeting, the July 24, 2017 closed session meeting, and the July 31, 2017 Special Regular Meeting made by Mr. Henry; supported by Mr. Cole.

Ayes – 6; Nays – 0, motion carried 6 – 0

Motion to approve fund transfer of \$349,327 in payments from Accounts Payable; further, to approve the transfer of \$301,746 from Accounts Payable to cover the payrolls of July 14, 2017 and July 31, 2017 made by Mr. Henry; supported by Mr. Cole.

Ayes – 6; Nays – 0, motion carried 6 – 0

NEW BUSINESS

Personnel

Motion to approve the hire of Kaitlin Sloan as a full time 2nd grade Elementary Teacher for the 2017-18 school year at step 2 on the WLEA BA salary scale with a hire date of August 21, 2017 and a start date of August 28, 2017 made by Mr. Dignan; supported by Mr. Cole.

Ayes – 6; Nays – 0, motion carried 6 – 0

Motion to approve the hire of Lori Milliman as full time 1st grade Elementary Teacher for the 2017-18 school year at step 2 on the WLEA BA salary scale with a hire date of August 21, 2017 and a start date of August 28, 2017 made by Mr. Dignan; supported by Mr. Meadows.

Ayes – 6; Nays – 0, motion carried 6 – 0

Motion to approve the hire of Megan Stoetzner as full time Title I Elementary Teacher for the 2017-18 school year at step 2 on the WLEA MA salary scale with a hire date of August 21, 2017 and a start date of August 28, 2017 made by Mr. Dignan; supported by Mr. Cole.
Ayes – 6; Nays – 0, motion carried 6 – 0

Motion to approve the hire of Amy Anderson as full time 1st grade Elementary Teacher for the 2017-18 school year at step 2 on the WLEA BA salary scale with a hire date of August 21, 2017 and a start date of August 28, 2017 made by Mr. Dignan; supported by Mr. Cole.
Ayes – 6; Nays – 0, motion carried 6 – 0

Motion to approve the hire of Meghan Baulch as part-time (.4) Speech and Language Pathologist for the 2017-18 school year at step 3 on the WLEA MA salary scale with a hire date of August 21, 2017 and a start date of August 28, 2017 made by Mr. Dignan; supported by Mr. Henry.
Ayes – 6; Nays – 0, motion carried 6 – 0

Approval of Ballfield Improvements

Motion to approve the bid received from Davey Sports for both the softball and baseball field improvements made by Mr. Dignan; supported by Mrs. McCully.
Ayes – 6; Nays – 0, motion carried 6 - 0

Approval of Ductile Iron Piping Repairs

Motion to approve the proposal received from CSM Mechanical, LLC for the mechanical modifications and/or installation at the Whitmore Lake high School vault/well piping made by Mr. Dignan; supported by Mr. Meadows.
Ayes – 6; Nays – 0, motion carried

SUPERINTENDENT’S REPORT

Mr. DeKeyser shared the following:

- 1) Sinking Fund update – LED lighting should be complete this fall.
- 2) Hiring Update – First round interviews have begun for the Tech Coordinator position. Sue Wanamaker shared Elementary School Teacher Kristen Welton recently submitted her resignation.
- 3) Student enrollment is lower than predicted.

OTHER INFORMATION

The Board acknowledged the items of other information.

ANNOUNCEMENTS

The next Regular Meeting of the Board of Education will be held on Monday, September 11, 2017 at 7:00 p.m. in the High School Media Center.

The Elementary School Open House will be held on Tuesday, August 29, 2017. Kindergarten – 4th grade will be from 5:30 – 6:30 p.m. and 5th – 6th grade will be from 6:30 – 7:30 p.m.

The High School Parent Night will be held on Wednesday, September 13, 2017 at 7:00 p.m.

A Finance Committee Meeting will be held in September.

CALL TO THE PUBLIC

Michelle Heuft shared her concerns regarding a high count of students in a kindergarten classroom.

Lindsey Collins shared her concerns regarding kindergarten class counts.

BOARD MEMBER REPORTS

Mrs. Kritzman shared the board has been approved to sell football squares for the scholarship fundraiser.

Mr. Cole shared he recently attended the Parks & Recreation Committee Meeting.

Mr. Meadows thanked the Elementary PTA members for attending the Board of Education meeting.

ADJOURNMENT

Motion to adjourn the Regular Meeting at 7:15 p.m. made by Mrs. McCully; Supported by Mr. Cole.
Ayes - 6; Nays - 0, motion carried 6 - 0.

*Michelle L. Kritzman, Secretary, Board of Education
Whitmore Lake Public Schools*

Date



Whitmore Lake Public Schools

BOARD OF EDUCATION

Regular Meeting Minutes

September 11, 2017 – High School Media Center – 7:00 p.m.

MEMBERS PRESENT

Ken Dignan (*President*), Laura Schwennesen (*Vice President*), Bob Henry (*Treasurer*), Michelle Kritzman (*Secretary*), Lee Cole (*Trustee*), Lisa McCully (*Trustee*), and John Meadows (*Trustee*)

MEMBERS ABSENT

ADMINISTRATORS PRESENT

Superintendent, Tom DeKeyser, Director of Finance & Operations, Denise Kerrigan, Elementary Principal and ECC Director, Sue Wanamaker, and Director of Instruction, Jill Henry

OTHERS PRESENT

Staff, parents and members of the community

CALL TO ORDER

At 7:05 p.m. by President Ken Dignan.

APPROVAL OF AGENDA

Motion to approve the agenda as presented made by Mrs. Schwennesen; supported by Mrs. McCully.

Ayes – 7; Nays – 0, motion carried

CALL TO THE PUBLIC

None

STUDENT COUNCIL

Student Council Representative, Karolyn Wagner, shared they are finalizing plans for homecoming. The dance theme this year will be the Twenties. She also shared the homecoming parade will be held on September 22, 2017 at 4:00 p.m.

NEW BUSINESS

MASB Delegate Assembly

Mrs. Schwennesen shared information about the Michigan Association of School Boards 2017 Delegate Assembly scheduled for Thursday, November 9, 2017. She also shared she may be available to attend again this year. Mr. Dignan suggested if you're interested in attending or have questions to contact him or Mr. DeKeyser. A motion to appoint a delegate can/will be held at the next board meeting.

Personnel

Motion to approve the hire of Jaclyn Taylor as full time Elementary Teacher for the 2017-18 school year at step 2 on the WLEA BA salary scale with a hire date of August 24, 2017 and a start date of August 28, 2017 and,

to approve the hire of Sarah Kief as full time Elementary Teacher for the 2017-18 school year at step 2 on the WLEA BA salary scale with a hire date of August 24, 2017 and a start date of August 28, 2017 and,

to approve the hire of Courtney MacDonald as full time Elementary Teacher for the 2017-18 school year at step 2 on the WLEA MA salary scale with a hire date of August 26, 2017 and a start date of August 28, 2017 and,

to approve the hire of Karen Sterzik as a part time (.67) High School Teacher for the 2017-18 school year at step 4 on the WLEA MA+30 salary scale and part time (.33) Technology Coordinator with a hire and start date of September 11, 2017 made by Mr. Henry; supported by Mr. Cole.

Mr. DeKeyser shared Jaclyn Taylor will be teaching Kindergarten, Sarah Kief will be teaching 5th grade, Courtney MacDonald will be teaching 4th grade, and Karen Sterzik will be teaching 7th – 12th grade students.

Ayes – 7; Nays – 0, motion carried

*BOE Statement on County-Wide Effort
for Early Childhood Literacy*

Motion to approve Statement of Support to improve Early Child Literacy in Washtenaw County as presented was made by Mr. Dignan; supported by Mrs. Kritzman.

Mrs. Kritzman shared members from the Washtenaw County School Board Committee are requesting support from all BOE School Boards in the WISD.

Ayes – 7; Nays – 0, motion carried

L-4029 Tax Rate

Motion to approve the L-4029 2017 Tax Rate Request as presented made by Mr. Henry; supported by Mr. Cole.

Ayes – 7; Nays – 0, motion carried

SUPERINTENDENT'S REPORT

Mr. DeKeyser shared the following:

- 1) The Student enrollment is lower than predicted.
- 2) Sinking Fund update – High School Track resurfacing has not begun due to rain. We are currently looking at dates toward the end of the month and beginning of October. The Athletic divider curtains have been installed at the Middle School gym.
- 3) An Academic Achievement report will be given at the next Board meeting scheduled for September 25, 2017.

OTHER INFORMATION

The Board acknowledged the items of other information.

ANNOUNCEMENTS

The High School Parent Night will be held on Wednesday, September 13, 2017 at 7:00 p.m.

The next Finance Committee Meeting will be held on Friday, September 15, 2017 at 8:00 a.m. in the District Office.

The next Regular Meeting of the Board of Education will be held on Monday, September 25, 2017 at 7:00 p.m. in the District Office Conference Room.

CALL TO THE PUBLIC

None

CLOSED SESSION

Closed session was moved to the end of the meeting.

BOARD MEMBER REPORTS

Mr. Meadows inquired if the repairs to the high school baseball and softball fields have been scheduled. Mr. DeKeyser shared that work should begin in October

Mrs. Schwennesen shared that the MS Robotics team season has begun. Their first competition will be early November.

Mr. Dignan shared concerns regarding students learning cursive handwriting and signing their signature.

ADJOURNMENT

*Motion to adjourn into closed session meeting at 7:39 p.m. (with a 5 minute break) to discuss pending litigation made by Mr. Dignan; supported by Mrs. Schwennesen. Roll call vote required. Mrs. Schwennesen – yes, Mr. Henry – yes, Mrs. Kritzman – yes, Mrs. McCully – yes, Mr. Meadows – yes, Mr. Dignan – yes, Mr. Cole – yes
Ayes – 7; Nays – 0, motion carried 7 – 0*

Call to Order

Open session called to order at 8:04 p.m. by President Dignan

ADJOURNMENT

*Motion to adjourn the Regular Meeting at 8:04 p.m. made by Mr. Henry; Supported by Mrs. McCully.
Ayes - 7; Nays - 0, motion carried 7 - 0.*

*Michelle L. Kritzman, Secretary, Board of Education
Whitmore Lake Public Schools*

Date



WHITMORE LAKE PUBLIC SCHOOLS

8845 Main St., Whitmore Lake, MI 48189 • phone: 734.449.4464 • fax: 734.449.5336

www.wlps.net

Exceptional, Personalized Education

Board of Education Finance Committee Meeting

September 15, 2017

8:00 am

Superintendent's Office Conference Room

MINUTES

- I. Call to Order – 8:05 AM
- II. Business
 - Forecasting Enrollment & Impact on Budget
 - Discussed enrollment decline and its effect on the budget
 - Teachers – Budget Impact
 - Looked at different percentage amounts, increase is tied to fund balance after the first budget amendment
 - Athletics – Pay-to-Participate
 - Discussed different funding models to finance athletics
 - People's Express
 - Working on contract in order to move forward
 - Retaining Employees – Paras and Drivers
 - Looked at costs associated with benefits for employee groups in the district
- III. Informational Items
 - Next Finance Committee Meeting – potentially October 9th with auditors
- IV. Call to the Public - none
- V. Adjournment – 8:55 AM

2

Whitmore Lake Public Schools
Business Office Transactions

For the Month Ending:
August 31, 2017

<u>Payroll Transactions</u>	August 15, 2017	\$	149,211
	August 31, 2017	\$	167,400
		\$	<u>316,611</u>

<u>Accounts Payable Transactions</u>		\$	<u>196,636</u>
--------------------------------------	--	----	----------------