

The logo for Whitmore Lake Public Schools features a large, stylized red 'W' with a black outline and a drop shadow. To the right of the 'W', the words 'HITMORE', 'LAKE', 'PUBLIC', and 'SCHOOLS' are stacked vertically in a bold, black, serif font.

**WHITMORE
LAKE
PUBLIC
SCHOOLS**

**BOARD OF EDUCATION
REGULAR MEETING**

November 14, 2016 — 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, November 14, 2016 – 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 October 24, 2016 Board of Education Regular meeting. **(Attachment 1)**

Approve fund transfer of \$287,604 in payments from Accounts Payable as per attachment 2; further, to approve the transfer of \$432,590 from Accounts Payable to cover the payrolls of October 14, 2016, and October 31, 2016. **(Attachment 2)**

NEW BUSINESS

School of Choice

Pursuant to Sections 105 and 105(c) of the State School Aid Act, it is recommended that the Board adopt unlimited open enrollment for students K – 12 in all programs for the second semester of the 2016-2017 school year.

SUPERINTENDENT'S REPORT

Election results

Superintendent DeKeyser will share the November 08, 2016 election results with the Board.

Sinking Fund Millage

The Board will have a discussion regarding next steps on the Sinking Fund Millage.

Board Meetings

The Board will have a discussion regarding scheduling of the January Board of Education Retreat and Organizational Meeting.

OTHER INFORMATION

Joy Fenton has accepted the position as Title I Paraprofessional at the elementary school with a start date of November 1, 2016. This position has an hourly pay rate of \$10.34 (Step 1 of the WLPA).

ANNOUNCEMENTS

The next Regular Meeting of the Board of Education will be held on Monday, December 12, 2016 at 7:00 p.m. in the High School Media Center.

CALL TO THE PUBLIC

BOARD MEMBER REPORTS

Mr. Henry, Mrs. McCully, Mrs. Kritzman, Mrs. LaForest, Mrs. Slagle, 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.

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Whitmore Lake Public Schools
BOARD OF EDUCATION
Regular Meeting Minutes
October 24, 2016 – High School Media Center – 7:00 p.m.

MEMBERS PRESENT

Ken Dignan (*President*), Lisa McCully (*Vice President*), Rita LaForest (*Secretary*), Bob Henry (*Treasurer*), Laura Schwennesen (*Trustee*), and Lynn Slagle (*Trustee*)

MEMBERS ABSENT

Michelle Kritzman (*Trustee*)

ADMINISTRATORS PRESENT

Superintendent, Tom DeKeyser, Director of Business & Operations, Denise Kerrigan, and Elementary Principal and ECC Director, Sue Wanamaker.

OTHERS PRESENT

Staff, parents and members of the community

CALL TO ORDER

At 7:04 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 6-0.

CALL TO THE PUBLIC

None

SPECIAL PRESENTATION

Jeff Straus from Maner Costerisan CPA's briefed the Board on the audit report. He walked the Board through the report and shared that there were no significant findings. Mr. Straus stated that in the packets the Board received was the Audit Report, Governance Letter and Supplementary Comments Report. Mr. Straus noted that the general fund balance had a significant increase for the second year and they commend the District on implementing the necessary steps to realize these savings. Mr. Straus also stated that the district's fund balance is greater than 5% of revenue; however they should continue to monitor the fund balance in the future.

Mr. Dignan commends the staff on an in creditable job.

STUDENT COUNCIL

Student Council Representative, Karolyn Wagner, shared Snowcoming will be February 3, 2017. She also shared they are discussing purchasing another microwave for students in the cafeteria.

CONSENT ITEMS

Motion to approve the minutes from the September 26, 2016 Board of Education Regular meeting, the September 26, 2016 closed session, the September 26, 2016 Finance Committee meeting, and the October 10, 2016 Workshop meeting as presented made by Mrs. Slagle; supported by Mrs. Schwennesen.
Ayes – 6; Nays – 0, motion carried 6 – 0

Motion to approve fund transfer of \$236,420 in payments from Accounts Payable; further to approve the transfer of \$402,254 from Accounts Payable to cover the payrolls of September 9, 2016, and

September 23, 2016 made by Mr. Henry; supported by Mrs. LaForest.

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

OLD BUSINESS

NEOLA

Superintendent DeKeyser presented NEOLA Policies, regarding grant funds, travel payment & reimbursement, internal controls, student assessment, staff reductions/recalls and evaluation of the superintendent, school administrator, and professional staff, Updates and Revisions for a second reading. He recommended that the Board approve the policies with the changes noted.

Motion to approve all the NEOLA policies updates and revisions as presented made by Mrs. Slagle; supported by Mrs. McCully.

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

SUPERINTENDENT REPORT

Superintendent, Tom DeKeyser shared the following:

- 1). Thanked Director of Business & Operations, Denise Kerrigan for all her outstanding work in completing the audit.
- 2). High/Secondary School update: College Month; Kudos to staff helping students fill out their FASA forms and college applications. The Larry Steeb Invitational was held on Saturday, October 22, 2016 with Whitmore Lake taking 1st place.
- 3). Community Recreation held a Boo Bash and Splash on Saturday, October 22, 2016 that was a great event for all who attended.
- 4). On Sunday, October 23, 2016, Northfield Township Manager, Howard Fink led a great celebration on the property dedication during the Trunk or Treat event.
- 5). HB4388 (sinking fund bill) did pass in Lansing last week.
- 6). A Board Retreat is being schedule for January 23, 2017 at 3:00 p.m. in Ann Arbor, MI.
- 7). There is a proposal for a 20 year lease on a River Walk path. This area is located by Whitmore Lake Public Schools Athletic Field next to the Dog Park along the creek. There is already a path located in that area but they would like to expand the foot print by clearing some of the area with an opportunity to connect to other areas in the community.

The Board members suggested for Mr. DeKeyser to continue to look into the River Walk expansions & Lease and supply the board with the additional information.

OTHER INFORMATION

The Board acknowledged the resignation of Diane Greenley, Speech and Language Therapist.

Mr. Henry inquired if that position is full time. Mr. DeKeyser shared it is only a .4 position. Mr. Henry suggested that might be one the reason we have replaced this position for the second time in three years.

ANNOUNCEMENTS

The next Regular Meeting of the Board of Education will be held on Monday, November 14, 2016 at 7:00 p.m. in the High School Media Center.

CALL TO THE PUBLIC

Community member, Howard Fink thanked Superintendent DeKeyser for his comments on the event held Sunday, October 23rd. He also commended, Whitmore Lake student, Dylan Jaglowski for his dedication and hard work and then extended his gratitude to all the volunteers who helped make it a phenomenal event.

BOARD MEMBER REPORTS

Mrs. Schwennesen shared she will be attending the MASB Conference in Detroit from November 10, 2016 – November 13, 2016.

Mrs. LaForest shared she received a letter from Adopt-A-Family and wanted to know if everyone would like to join in again this year and donate to a family. She also shared that her and Mrs. Slagle could do the shopping and deliver the items.

ADJOURNMENT

*Motion to adjourn the Regular Meeting at 7:49 p.m. made by Mrs. Slagle; supported by Mrs. McCully.
Ayes - 6; Nays- 0, motion carried 6 - 0.*

*Rita A. LaForest, Secretary, Board of Education
Whitmore Lake Public Schools*

Date

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**Whitmore Lake Public Schools
Business Office Transactions**

For the Month Ending:
October 31, 2016

<u>Payroll Transactions</u>	October 14, 2016	\$	216,916
	October 31, 2016	\$	215,674
		\$	<u>432,590</u>
 <u>Accounts Payable Transactions</u>		\$	<u>287,604</u>