



**Whitmore Lake Public Schools**  
**BOARD OF EDUCATION**  
*Organizational/Regular Meeting Minutes*  
**January 22, 2018 – 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 7:00 p.m. by Superintendent Tom DeKeyser.

**ORGANIZATIONAL MEETING PROCEDURES**

*Nomination for Mr. Dignan to serve as the temporary chairperson was made by Superintendent DeKeyser.*  
Ayes – 7; Nays – 0, motion carried

**APPROVAL OF AGENDA**

*Motion to approve the agenda as presented made by Mr. Dignan; supported by Mrs. McCully.*  
Ayes – 7; Nays – 0, motion carried

**CALL TO THE PUBLIC**

None

**ELECTION OF OFFICERS**

Mr. Dignan called for nominations for the position of President.

*Nomination for Ken Dignan as President of the Board made by Mrs. Schwennesen; supported by Mrs. McCully.*  
Ayes – 7; Nays – 0  
*Ken Dignan was elected President of the Board through December 2018.*

*Motion to nominate Laura Schwennesen as Vice President of the Board through December 2018 was made by Mr. Dignan; supported by Mr. Henry.*  
Ayes – 7; Nays – 0, motion carried

*Motion to nominate Michelle Kritzman as Secretary of the Board through December 2018 was made by Mrs. McCully; supported by Mr. Meadows.*  
Ayes – 7; Nays – 0, motion carried

*Motion to nominate Bob Henry as Treasurer of the Board through December 2018 was made by Mrs. Schwennesen; supported by Mr. Dignan.*  
Ayes – 7; Nays – 0, motion carried

**SPECIAL PRESENTATION**

Superintendent DeKeyser read the Governor’s proclamation of Local School Board Recognition Month. He thanked the Board members for their commitment and all they have done for the district. Board members were recognized for their service to the community with a gift from each building.

**STUDENT COUNCIL**

Student Council Representative, Karolyn Wagner, shared they have been planning for this year’s Snowcoming festivities which begin next week.

**CONSENT ITEMS**

*Motion to approve the minutes from the December 8, 2017 Board of Education Finance Committee meeting, the December 8, 2017 Board of Education Regular meeting, and the December 8, 2017 closed meeting as presented made by Mrs. Schwennesen; supported by Mrs. McCully.*

Ayes – 7; Nays – 0, motion carried 7 – 0

*Motion to approve fund transfer of \$223,971 in payments from Accounts Payable; further to approve the transfer of \$443,341 from Accounts Payable to cover the payrolls of December 15, 2017, and December 29, 2017 made by Mrs. Schwennesen; supported by Mrs. McCully.*

Ayes – 7; Nays – 0, motion carried 7 – 0

**NEW BUSINESS**

*Designation of Depositories*

*Motion to designate Comerica, PNC Bank, MBLA Asset Management Group and J.P. Morgan Chase MILAF as depository of funds for General Funds, Sinking Funds, 2004 Bond Refunding, 2007 Bond Refunding, 2012 Bond Refunding, 2015 Series A and Series B Bond Refunding, 2016 Bond Refunding, Recreation Millage, and student activity made by Mr. Henry; supported by Mr. Cole.*

Ayes – 7; Nays – 0, motion carried 7 – 0

*Check Signature Authorizations*

*Motion to authorize the creation and use of the appropriate electronic signatures as listed for the various school district funds made by Mr. Henry; supported by Mrs. Schwennesen.*

Ayes – 7; Nays – 0, motion carried 7 – 0

*Electronic Transfer Officer*

*Motion to appoint Denise Kerrigan, Director of Finance & Operations, as the Electronic Transfer Officer (ETO) pursuant to policy 6144 made by Mr. Henry; supported by Mr. Cole.*

Ayes – 7; Nays – 0, motion carried 7 – 0

*Authorization of Investments*

*Motion to authorize the superintendent or designee, in consultation with the school district’s Board of Education, to invest available monies at the best rate of interest as provided by statute made by Mr. Henry; supported by Mrs. McCully.*

Ayes – 7; Nays – 0, motion carried 7 – 0

*Designation of Posting Meetings*

*Motion to designate the superintendent and/or his designee as responsible for posting public notice of meetings made by Mr. Henry; supported by Mrs. Schwennesen.*

Ayes – 7; Nays – 0, motion carried 7 – 0

*Designation of Official Newspaper*

*Motion to designate the Washtenaw Legal News as the official newspaper for legal purposes for 2018 made by Mr. Henry; supported by Mrs. McCully.*

Mrs. Kritzman questioned how often is the Washtenaw Legal News printed? Mr. DeKeyser shared they are a bi-weekly newspaper that covers the legal news and public notices for Washtenaw County. Ayes – 7; Nays – 0, motion carried 7 – 0

*Fee for Board Books*

*Motion to approve a charge of \$0.10 per page for individuals who request a printed Board packet made by Mr. Henry; supported by Mrs. McCully.*

Ayes – 7; Nays – 0, motion carried 7 – 0

**SUPERINTENDENT’S REPORT**

Mr. DeKeyser shared the following:

- 1) Every school district in Washtenaw County has passed a resolution of Support with WISD to improve Early Child Literacy in Washtenaw County. The goal of this work is for all public school districts in the county to collectively work on best practices and programing that would support and improve Early Literacy.
- 2) Strategic Planning update – Mr. DeKeyser and our MASB Consultant, Mr. Bennett, are reviewing dates in February and March for Input Sessions from students, staff, community members, and board members. Mr. Bennett will be here on February 12, 2018 at 5:30 p.m. to meet with Board members and then again in April after all information from the Input sessions has been compiled.
- 3) Sinking Fund update - Mr. DeKeyser shared architecture drawings to renovate/remodel the front and back entrance of the building at the HS/MS to include a vestibule. He added the design would allow added security as well as energy savings. Superintendent DeKeyser also shared the ES playground area, curbing, and parking lot repairs are also big projects being planned for the summer.

**OTHER INFORMATION**

The Board acknowledged all other information

**ANNOUNCEMENTS**

**A Board/Superintendent/MASB Workshop will be held on Monday, February 12, 2018 at 5:30 p.m. in the High School Media Center.**

**The next Regular Meeting of the Board of Education will be held on Monday, February 12, 2018 at 7:00 p.m. in the High School Media Center.**

**CALL TO THE PUBLIC**

None

**BOARD MEMBER REPORTS**

Mr. Henry inquired on the law concerning an enhancement millage and if it had been revised and signed by the Governor allowing charter schools a portion of millage dollars.


Mrs. Kritzman shared that the Middle School Drama Club will be performing their musical on February 9<sup>th</sup>, and 10<sup>th</sup> at 7:00 p.m. and on February 11, 2018 at 2:00 p.m.

Mr. Dignan shared he recently attended an ALICE security training through his church, offered by Washtenaw County. Mr. DeKeyser shared ALICE stands for Alert, Lockdown, Inform, Counter and Evacuate and that WLPS staff did the training a few years ago.

**ADJOURNMENT**

*Motion to adjourn the Organizational-Regular Meeting at 8:07 p.m. made by Mrs. McCully; supported by Mrs. Schwennesen.*

*Ayes - 7; Nays - 0, motion carried 7 - 0.*

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

  
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*Date*