



**BOARD OF EDUCATION
REGULAR MEETING**

April 9, 2018 — 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, April 9, 2018 – 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.

COMMITTEE REPORTS

CONSENT ITEMS

Approval of minutes from the March 12, 2018 Board of Education Regular Meeting. **(Attachment 1)**

Approve fund transfer of \$207,349 in payments from Accounts Payable as per attachment 2; further, to approve the transfer of \$412,414 from Accounts Payable to cover the payrolls of March 15, 2018, and March 30, 2018. **(Attachment 2)**

NEW BUSINESS

Livingston Classical Academy

Motion to authorize the Superintendent and Livingston Classical Academy Board to appoint Jason Negri to replace Justin Knapp on the board of directors for LCA commencing the date upon which the oath of office is taken.

*Approval of Secure Entries
and Asphalt Paving*

Attachment 3 contains the bids presented to Barton Malow from The E & L Construction Group for Secure Entry Renovations at WLHS and Best Asphalt Inc. for Asphalt Paving at WLES. Approval is recommended.

NEOLA

Attachment 4 contains NEOLA policy 5610 – Emergency Removal, Suspension, and Expulsion of Nondisabled Students for a first reading.

SUPERINTENDENT’S REPORT

OTHER INFORMATION

Attachment 5 contains a letter from MSBO regarding Denise Kerrigan earning her Chief Financial Officer certification.

Congratulations to the following staff members who are receiving a Spring 2018 WLFEE Grant: Elisa Fixler & Mike Kirby, Kathryn Jakrewski, Amber Masterson, Eric Kobeck, Shannon Morton, Kendra Smith, and WLES PBIS Committee.

ANNOUNCEMENTS

The next Regular Meeting of the Board of Education will be held on Monday, April 23, 2018 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

CLOSED SESSION

The Board will adjourn to go into closed session to discuss a personnel matter. **Roll call vote required**

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

March 12, 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, Director of Instruction, Jill Henry, and Community Recreation Director, Maria Carter-Ewald

OTHERS PRESENT

Staff, parents and members of the community

CALL TO ORDER

At 7:00 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

Joseph Kurth II shared 6 members from the Whitmore Lake Wrestling Club earned trophies at the State Meet over the weekend with 2 earning 1st place.

Stephanie Kurth shared concerns with the implementation of a policy at the Elementary School regarding visitation in classrooms.

STUDENT COUNCIL

Student Council Representative, Karolyn Wagner, shared the Key Club is hosting a Red Cross Blood Drive on Wednesday, March 21, 2018 from 12:00 to 6:00 p.m. at the High School.

COMMITTEE REPORTS

Mr. DeKeyser reported the Finance Committee recently met. He shared they reviewed and discussed two lease proposals. Mr. DeKeyser also shared they discussed renewing of the Sinking Fund to allow the purchase of technology equipment.

CONSENT ITEMS

Motion to approve the minutes from the January 22, 2018 Board of Education Organizational-Regular Meeting, the February 12, 2018 Workshop Meeting, the February 12, 2018 Regular Meeting, the February 12, 2018 closed session, and the February 26, 2018 Finance Committee Meeting made by Mrs. Schwennesen; supported by Mr. Cole.
Ayes – 7; Nays – 0, motion carried 7 - 0

Motion to approve fund transfer of \$196,003 in payments from Accounts Payable; further, to approve the transfer of \$443,633 from Accounts Payable to cover the payrolls of February 15, 2018 and February 28, 2018 made by Mrs. Schwennesen; supported by Mr. Cole.
Ayes – 7; Nays – 0, motion carried 7 - 0

OLD BUSINESS

Livingston Classical Academy

Motion to approve a lease with Livingston Classical Academy for classroom space at 8877 Main Street for a term minimum of three years beginning with the 2018-19 school year made by Mr. Dignan; supported by Mrs. McCully. Roll Call Vote: 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

NEW BUSINESS

School of Choice

Motion to approve Whitmore Lake Public Schools as a School of Choice district with unlimited open enrollment for students K – 12 in all programs for the first semester of the 2018-2019 school year pursuant to Sections 105 and 105(c) of the State School Aid Act made by Mr. Henry; supported by Mr. Cole.

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

Middle School Lease

Motion to approve a lease with Go Like The Wind Montessori for classroom space at 8845 Main St. for a term minimum of two years beginning with the 2018-19 school year made by Mr. Dignan; supported by Mrs. McCully.

Superintend DeKeyser shared they are a Private School and would be using the area where our Early Childhood Center is currently located. He also shared the Early Childhood Center will be relocating to the Elementary School beginning with the 2018-19 school year.

Roll Call Vote: Mr. Henry – yes, Mrs. Kritzman – yes, Mrs. McCully – yes, Mr. Meadows – yes, Mrs. Schwennesen – yes, Mr. Cole – yes, Mr. Dignan – yes.

Ayes – 7; Nays – 0

SUPERINTENDENT'S REPORT

Sinking Fund Update

Superintendent DeKeyser shared a Sinking Fund expenditure list with the Board. He added they recently received bids for the security modification to the HS entrance and the ES Parking Lot upgrades.

Mrs. Schwennesen inquired on the lease regarding the athletic fields and would that continue. Mr. DeKeyser shared we are in negotiations and working with them at this time on use of our facilities.

OTHER INFORMATION

The Board acknowledged all other information.

ANNOUNCEMENTS

Kindergarten Round Up will be held Wednesday, March 14, 2018 in the Elementary School from 5:30 p.m. – 7:30 p.m.

The next Regular Meeting of the Board of Education will be held on Monday, April 9, 2018 at 7:00 p.m. in the High School Media Center.

CALL TO THE PUBLIC

None

BOARD MEMBER REPORTS

Mrs. Schwennesen shared the MS Robotics Team received an engineering award this past weekend at their competition. She also shared members of the HS staff will be competing against the Varsity Quiz Bowl Team on Wednesday, March 11th at 3:00 p.m. in the High School Media Center.

Mr. Meadows and Mrs. Kritzman gave rave reviews to the HS Drama Club for the performance of Guys & Doll's. Mrs. Kritzman also shared NHS will

be hosting their Annual Lasagna Dinner on March 21st from 5 – 7 p.m. at the High School.

Mr. Dignan shared him and his wife will be attending as well as sponsoring a 9th grade field trip to the Holocaust Museum on March 19th.

ADJOURNMENT

Motion to adjourn the Regular Meeting at 7:49 p.m. made by Mrs. McCully; supported by Mrs. Schwennesen.

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

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

Date

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Whitmore Lake Public Schools
Business Office Transactions

For the Month Ending:
March 31, 2018

<u>Payroll Transactions</u>	March 15, 2018	\$	200,934
	March 30, 2018	\$	211,480
		\$	<u>412,414</u>

<u>Accounts Payable Transactions</u>		\$	<u>207,349</u>
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March 23, 2018

Mr. Tom DeKeyser
Superintendent
Whitmore Lake Schools
8845 Main Street
Whitmore Lake, MI 48189

**Subject: Whitmore Lake Schools
Bid Package #1: Secure Entries and Asphalt Paving
Award Recommendations**

Dear Mr. DeKeyser:

On March 8, 2018, formal bids were received concerning Bid Package #1, regarding Secure Entry Renovations at Whitmore Lake High School and Asphalt Paving at Whitmore Lake Elementary. Barton Malow has reviewed the proposals with the Project Architect and Engineer (IDI) and Tetra Tech. We are prepared to recommend to the Owner the following actions concerning the award of contracts.

Bid Category #060000 - General Trades

The E & L Construction Group	Base Bid	\$144,120.00
3040 Airpark Drive South	Alternate	<u>N/A</u>
Flint, MI 48507		\$144,120.00

The total amount for recommended award of Bid Category #060000 is **\$144,120.00**.

Bid Category #321200 - Asphalt Paving

Best Asphalt Inc.	Base Bid	\$84,000.00
6334 N. Beverly Plaza	Paving Voluntary Alternate	<u>(\$5,000.00)</u>
Romulus, MI 48174	Total:	\$79,000.00

The total amount for recommended award of Bid Category #321200 is **\$79,000.00**.

The total amount recommended award for this project is \$223,120.00.

Sincerely,



Arden Becker
Project Manager

cc: D. Kerrigan (WLS)
S. Hoeft (IDI)
J. Siwek (Tetra Tech)

Bid Pack #1 - Bids Due March 8, 2018 @ 1:00PM

Company	Base Bid	Bid Bond	Familial Relationship Disclosure	Iran Economic Sanctions Act	Rank	Comments
Bid Category General Trades						
E&L Construction	\$144,120.00	Y	Y	Y	1	
Construction Solutions	\$156,800.00	Y	Y	Y	2	
Envision Builders	\$158,000.00	Y	Y	Y	3	
Advanced Building Group	\$171,900.00	Y	Y	Y	4	
J. Perez Construction	\$188,400.00	Y	Y	Y	5	
Bid Category Asphalt Paving						
Best Asphalt	\$84,000.00	Y	Y	Y	1	
T&M Asphalt	\$94,222.00	Y	Y	Y	2	
Nagle Paving	\$104,390.00	Y	Y	Y	3	

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EOLA of MICHIGAN

LOCAL TEMPLATES

BOARD OF EDUCATION
_____ **SCHOOL DISTRICT**

STUDENTS
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REVISED POLICY - VOL. 31, NO. 2

EMERGENCY REMOVAL, SUSPENSION, AND EXPULSION OF
NONDISABLED STUDENTS

A student may be removed from the classroom, suspended or expelled for persistent disobedience or gross misconduct. ~~A student may not be expelled or excluded from the regular school program based on pregnancy status.~~ **If suspension or expulsion for persistent disobedience or gross misconduct is considered, the Board (Superintendent) shall consider the following factors:**

- A. the student's age**
- B. the student's disciplinary history**
- C. whether the student has a disability**
- D. the seriousness of the violation or behavior**
- E. whether the violation or behavior committed by the student threatened the safety of any student or staff member**
- F. whether restorative practices will be used to address the violation or behavior**
- G. whether a lesser intervention would properly address the violation or behavior**

The Board (Superintendent) will exercise discretion over whether or not to suspend or expel a student for persistent disobedience or gross misconduct. In exercising that discretion for a suspension of more than ten (10) days or expulsion, there is a rebuttable presumption that a suspension or expulsion is not justified unless the Board (Superintendent) can demonstrate that it considered each of the factors listed above. For a suspension of ten (10) days or fewer, there is no rebuttable presumption, but the Board (Superintendent) will still consider the factors.

A student may not be expelled or excluded from the regular school program based on pregnancy status.



EOLA of MICHIGAN

LOCAL TEMPLATES

BOARD OF EDUCATION
_____ **SCHOOL DISTRICT**

STUDENTS
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- [] In recognition of the negative impact on a student's education, the Board encourages the District's administrators to view suspensions, particularly those over ten (10) days, and permanent expulsions as discipline of last resort, except where these disciplines are required by law (Policy 5610.01). Alternatives to avoid or to improve undesirable behaviors should be explored when possible prior to implementing or requesting a suspension or expulsion.

If the District determines that it will utilize restorative practices in addition to or as an alternative to suspension or expulsion of a student, it will engage in restorative practices which emphasize repairing the harm to the victim and school community caused by the student's misconduct.

- [] **Restorative practices may include victim offender-conferences that:**
- A. are initiated by the victim;**
 - B. are approved by the victim's parent or legal guardian or, if the victim is at least fifteen (15), by the victim;**
 - C. are attended voluntarily by the victim, a victim advocate, the offender, members of the school community, and supporters of the victim and the offender (the "restorative practices team");**
 - D. would provide an opportunity for the offender to accept responsibility for the harm caused to those affected, and to participate in setting consequences to repair the harm, such as requiring the student to apologize; participate in community service, restoration of emotional or material losses, or counseling; pay restitution; or any combination of these.**

The selected consequences and time limits for their completion will be incorporated into an agreement to be signed by all participants.



EOLA of MICHIGAN

LOCAL TEMPLATES

BOARD OF EDUCATION
SCHOOL DISTRICT

STUDENTS
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The Board of Education recognizes that exclusion from the educational programs of the District, whether by suspension or expulsion, is the most severe sanction that can be imposed on a student in this District and one that cannot be imposed without due process since exclusion deprives a child of the right to an education. The Board also recognizes that it may be necessary for a teacher to remove a student from class for conduct which is disruptive to the learning environment, and that such removals are not subject to a prior hearing, provided said removal is for a period of less than twenty-four (24) hours. However, if an emergency removal may result in a suspension, then due process must be ensured.

For purposes of this policy, "suspension" shall be either short-term (not more than ten (10) days) or long-term suspension () (for more than ten (10) days but less than permanent expulsion) of a student from a regular District program.

For purposes of this policy, unless otherwise defined in Federal and/or State law and Policy 5610.01, "expulsion" shall be the permanent exclusion of a student from the schools of this District. Students who are expelled permanently may petition for reinstatement under the provisions stipulated in Policy 5610.01.

[CHOOSE OPTION #1, OPTION #2, OR OPTION #3]

[] OPTION #1 [Probably current policy]

The Superintendent may recommend to the Board a long-term suspension or that a student be expelled.

OR

[] OPTION #2

The Superintendent may act as the hearing officer. The Board may suspend a student for a period longer than ten (10) days or expel a student. An appeal may be made to () the Board () the appropriate court of law if there is a claimed violation of substantive or procedural due process rights.



EOLA of MICHIGAN
LOCAL TEMPLATES

BOARD OF EDUCATION
_____ **SCHOOL DISTRICT**

STUDENTS
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OR

[] OPTION #3

The Superintendent may suspend a student for a period longer than ten (10) days or expel a student. The Board shall act on any appeal to the decision.

[END OF OPTIONS]

In all cases resulting in short-term suspension, long-term suspension, or expulsion, appropriate due process rights described in Policy 5611 must be observed. The _____ shall check to make sure the student is not classified as disabled under Section 504.

No student, otherwise eligible for attendance, shall be excluded from a District program unless that student has substantially interfered with the maintenance of good order and/or the educational environment, or unless it is necessary to protect that student's or other students' physical or emotional safety and well-being.

A student may be removed from a class, subject, or activity for one (1) day by his/her teacher for certain conduct as specified in the Code of Conduct, or the student may be given a short-term suspension by the Superintendent or the _____. A student so removed () **will** () **will not** be allowed to attend other classes taught by other teachers during the term of the one (1) day removal. A student removed from the same class for ten (10) days will receive a due process hearing for each suspension beyond ten (10) days, consistent with required due process for long-term suspensions. The Board designates the Superintendent as its representative at any hearings regarding the appeal of a suspension.



NEOLA of MICHIGAN

LOCAL TEMPLATES

BOARD OF EDUCATION
_____ **SCHOOL DISTRICT**

STUDENTS
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The Superintendent shall develop administrative guidelines to implement this policy which shall include:

- () strategies for providing special assistance to students who are in danger of being expelled and are not achieving the academic outcomes of the District's core curriculum;
- () promulgation of standards of behavior to all students in accordance with Board policy on student discipline;
- () procedures that ensure due process;
- () provision for make-up work at home, when appropriate.

| M.C.L. 380.1301, 380.1309, **380.1310d**, 380.1311
20 U.S.C. 3351

State Board of Education, Resolution to Address School Discipline Issues
Impacting Student Outcomes, Adopted June 12, 2012

| © NEOLA 20132017

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February 22, 2018

Mr. Tom DeKeyser
Superintendent
Whitmore Lake Public Schools
8845 Main St.
Whitmore Lake, MI 48189-9249

Dear Mr. DeKeyser,

On behalf of the Michigan School Business Officials, it is my pleasure to inform you that Denise Kerrigan has met the requirements for certification under the MSBO Voluntary Certification Program and has earned the Chief Financial Officer certification. This award reflects a high degree of academic and professional preparation established by the MSBO Board of Directors through our Professional Development Committee.

Ms. Kerrigan's certificate will be valid from 03/01/18-06/30/23. During this 5-year period, she will need to maintain active MSBO membership and earn 150 professional development hours in order to maintain and renew her certification.

I hope that you will join us in celebrating Ms. Kerrigan's accomplishment. You may wish to inform your district's Board of Education and/or the local media. It is an opportunity to highlight your staff's accomplishments and shed a positive light on your school district.

If you have any questions or want additional information, please call me.

Sincerely,

A handwritten signature in blue ink that reads "David Martell". The signature is written in a cursive, flowing style.

David Martell
Executive Director

DM/cbb

cc: Denise D. Kerrigan