



**BOARD OF EDUCATION
REGULAR MEETING**

September 14, 2020 — 7:00 p.m.
Whitmore Lake High School Theater



WHITMORE LAKE PUBLIC SCHOOLS BOARD OF EDUCATION

Mission Statement

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

**REGULAR MEETING – Amended Agenda
Monday, September 14, 2020 – 7:00 p.m.**

**Whitmore Lake High School Theater
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

Samantha Ogden will present the student council report.

CONSENT ITEMS

Approval of minutes from the August 10, 2020 Board of Education Regular Meeting. **(Attachment 1)**

Approve fund transfer of \$383,437 in payments from Accounts Payable as per attachment 2; further, to approve the transfer of \$321,761 from Accounts Payable to cover the payrolls of August 14, 2020 and August 31, 2020. **(Attachment 2)**

COMMITTEE REPORTS

NEW BUSINESS

Personnel

Motion to approve the transfer of Melanie Clawson from a full time Title 1 Paraprofessional to a full time Kindergarten Teacher for WLES at Step 2 on the WLEA MA salary scale with a start date of August 31, 2020.

Administration Contract

Motion to approve the renewal contract of Director of Student Services, Melissa Heuker.

2020 Refunding Resolution

Motion to approve the ratification of the resolution authorizing the refunding of Whitmore Lake Public School District’s 2020 Refunding Bonds, as prepared by Thrun Law Firm. A roll call vote is required.

WLPS *Course Catalog*

Motion to approve the Whitmore Lake Public Schools student course catalog. Approval is recommended.

Financial Report

Attachment 3 contains the Budget Performance Report for August 31, 2020. Director of Finance & Operations, Denise Kerrigan will update the Board with information regarding the financial report.

SUPERINTENDENT'S REPORT

Athletics/Extra Curricular

Athletic Director, Brad McCormack will update the board with the 2020 athletic seasons and teams.

Enrollment Update

An enrollment update will be shared with the Board.

Extended Continuity of Learning Plan

Mr. DeKeyser will share an update with the board.

OTHER INFORMATION

Personnel

The following people recently submitted their resignations: ES Kitchen Manager Betty Kramer, ECC Head Start Teacher Kirsten Ray, ECC Paraprofessional Hillary McGraw, and Community Recreation Lifeguard Emily Rooney.

Brookelin Collick has accepted the position of Head Start Assistant Teacher/Paraprofessional at the Early Childhood Center with a start date of August 31, 2020. This position has an hourly pay rate of \$10.75 (Step 1 of the WLPa).

Carolyn Wagner has accepted the position (Step 1) Over 18 Lifeguard at \$10.00 per hour for Community Recreation.

ANNOUNCEMENTS

The next Regular Meeting of the Board of Education will be held on Monday, October 12, 2020 at 7:00 p.m. in the High School Media Center, unless an Executive Order requires the meeting to be held virtually.

CALL TO THE PUBLIC

BOARD MEMBER REPORTS

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

CLOSED SESSION

The Board will adjourn to go into closed session to discuss contract negotiations. **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
August 10, 2020 – Virtual Meeting – 6:00 p.m.

MEMBERS PRESENT

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

MEMBERS ABSENT

None

ADMINISTRATORS PRESENT

Superintendent, Tom DeKeyser, Director of Finance & Operations, Denise Kerrigan, MS/HS Principal, Jill Henry, Elementary Lead Teacher and Literacy Coach, Heidi Roy-Borland, Director of Student Services, Melissa Heuker, Athletic Director, Community Relations & Recreation Director, Maria Carter-Ewald, and Director of Technology, Karen Sterzik

OTHERS PRESENT

Staff, parents and members of the community

CALL TO ORDER

At 6:01 p.m. by President Laura Schwennesen.

APPROVAL OF AGENDA

Motion to approve the amended agenda as presented made by Mrs. Schwennesen; supported by Mr. Meadows.

Roll Call Vote. Ayes – 7; Nays – 0, motion carried

CALL TO THE PUBLIC

None

CONSENT ITEMS

Motion to approve the minutes from the July 13, 2020 Board of Education Regular Meeting, the July 13, 2020 closed session, and the July 15, 2020 Board of Education Workshop was made by Mrs. Schwennesen; supported by Mr. Dignan.

Roll Call Vote. Ayes – 7; Nays – 0, motion carried

Motion to approve fund transfer of \$465,378 in payments from Accounts Payable; further, to approve the transfer of \$310,207 from Accounts Payable to cover the payrolls of July 15, 2020 and July 31, 2020 made by Mrs. Schwennesen; supported by Mr. Dignan.

Roll Call Vote. Ayes – 7; Nays – 0, motion carried

NEW BUSINESS

Personnel

Motion to approve the hire of Hannah Leemans as a full time Elementary Special Education Teacher at step 4 on the WLEA BA salary scale with a hire date of August 10, 2020 and a start of August 17, 2020 made by Mrs. Schwennesen; supported by Mr. Henry.

Roll Call Vote. Ayes – 7; Nays – 0, motion carried

COVID-19 Preparedness Plan

Motion to approve the COVID-19 Preparedness Plan per Michigan Executive Order 2020-142 was made by Mrs. Schwennesen; supported by Mr. Dignan.

Superintendent, DeKeyser shared the COVID-19 Preparedness and Response Plan with the Board. He also shared WLPS goal to provide in-person instruction in a low-risk environment for students and staff, and what was considered in the decisions. The plan includes in-person instruction five days a week during phase 4 and also includes a WLPS Virtual Academy for a fully-virtual education for the Fall 2020 semester designed for parents who are not comfortable sending their students to school in phases 4-5. Mr. DeKeyser then led a discussion with Board members and answered their questions.

Roll Call Vote. Ayes – 7; Nays – 0, motion carried

Motion to approve the school calendar for the 2020-2021 school year that has been approved by the teachers was made by Mrs. Schwennesen; supported by Mr. Meadows.

Roll Call Vote. Ayes – 7; Nays – 0, motion carried

SUPERINTENDENT’S REPORT

Mr. DeKeyser shared the following:

1. Technology – interactive boards are being installed in classrooms, expecting delivery of remaining chromebooks in 2 weeks.
2. Elementary School – basketball hoops that were removed when the parking lot was repaved are being replaced.
3. Security upgrade – new cameras in all buildings have been installed and tested.
4. Enrollment – observing kindergarten numbers closely, the hire of additional staff may be needed to keep class sizes to a minimum.

OTHER INFORMATION

The Board acknowledged all other items of information.

ANNOUNCEMENTS

The next Regular Meeting of the Board of Education will be held on Monday, September 14, 2020 at 7:00 p.m. in the High School Media Center, unless an Executive Order still requires to be held virtual.

CALL TO THE PUBLIC

None

BOARD MEMBER REPORTS

Mrs. Schwennesen inquired with Board members regarding fundraising events and ideas for the 2020-21 senior scholarship.

Mr. Henry inquired if Michigan High School Athletic Association is allowing high school athletics?

Mrs. Kritzman and Mrs. McCully thanked everyone for the work that was done in planning on the reopening of the schools. Mrs. Kritzman also suggested any new information or updates to be shared with parents, staff, and board members through all means possible.

ADJOURNMENT

Motion to adjourn the Regular Meeting at 7:18 p.m. made by Mrs. Schwennesen; supported by Mr. Meadows.

Roll Call Vote. Ayes - 7; Nays - 0, motion carried 7 - 0.

*Lisa C. McCully, Secretary, Board of Education
Whitmore Lake Public Schools*

Date

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Whitmore Lake Public Schools
Business Office Transactions

For the Month Ending:
August 31, 2020

<u>Payroll Transactions</u>	August 14, 2020	\$	155,645
	August 31, 2020	\$	166,116
		\$	<u>321,761</u>

<u>Accounts Payable Transactions</u>		\$	<u>383,437</u>
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**Whitmore Lake Public Schools
Budget Performance Reports
August 31, 2020**

Revenue	Actual	Adopted Budget	Remaining Budget	% Used/Rec'd
Fund 11 - General Fund Revenue Totals	\$243,824	\$9,822,862	\$9,579,038	2.48%
State Aid Note (SAN)	\$1,709,119			
	\$1,952,943			
Fund 23 - Comm Rec Revenue Totals	\$0	\$455,697	\$455,697	0.00%
Fund 25 - Food Service Revenue Totals	\$626	\$335,645	\$335,019	0.19%

Expenditures	Actual	Adopted Budget	Remaining Budget	% Used/Rec'd
Fund 11 - General Fund Expenditure Totals	\$678,862	\$10,039,616	\$9,360,754	6.76%
Fund 23 - Comm Rec Expenditure Totals	\$18,252	\$394,250	\$375,998	4.63%
Fund 25 - Food Service Expenditure Totals	\$7,711	\$335,500	\$327,789	2.30%

Estimated Fund Balance 6-30-2020

Fund 11 - General Fund	\$536,546
Fund 23 - Community Recreation	\$104,500
Fund 25 - Food Service	\$466