



**BOARD OF EDUCATION
REGULAR MEETING**

March 22, 2021 — 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

Monday, March 22, 2021 – 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.

COMMITTEE REPORTS

CONSENT ITEMS

Approval of minutes from the February 22, 2021 Board of Education Regular Meeting. (**Attachment 1**)

Approve fund transfer of \$400,333 in payments from Accounts Payable as per attachment 2; further, to approve the transfer of \$419,700 from Accounts Payable to cover the payrolls of February 12, 2021 and February 26, 2021. (**Attachment 2**)

Reaffirm Instructional Delivery

Approve the March Extended COVID-19 Learning Plan Reconfirmation Report. (**Attachment 3**)

NEW BUSINESS

Overnight Trip Proposal

Motion to approve proposal for an overnight WLHS Marching Band Trip submitted by Elissa Fixler, High School Band Director, to travel to Hersey, MI for Band Camp from August 1, 2021 to August 5, 2021. Approval is recommended. (**Attachment 4**)

Livingston Classical Academy Renewal Contract

Motion to approve the five year contract with Livingston Classical Academy, to be effective July 1, 2021, confirming the Academy’s status as public school academy in the State of Michigan.

Financial Report

Attachment 5 contains the Budget Performance Report for February 28, 2021. Director of Finance & Operations, Denise Kerrigan will update the Board with information regarding the financial report.

SUPERINTENDENT'S REPORT

OTHER INFORMATION

Emmanual Jones has accepted the position (Step 1) Lifeguard over 19 at \$10.50 per hour for Community Recreation with a start date of March 15, 2021.

ANNOUNCEMENTS

The next Regular Meeting of the Board of Education will be held on Monday, April 19, 2021 at 7:00 p.m. in the High School Theater

CALL TO THE PUBLIC

BOARD MEMBER REPORTS

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

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

February 22, 2021 – Virtual per E.O. under MCL333.2253 – 7:00 p.m.

MEMBERS PRESENT

John Meadows (*President*); Green Oak Township, Michelle Kritzman (*Vice President*); Northfield Township, Laura Schwennesen (*Treasurer*); Northfield Township, Lisa McCully (*Secretary*); Northfield Township, Lee Cole (*Trustee*); Northfield Township, Bob Henry (*Trustee*); Green Oak Township, and Frank Zolenski (*Trustee*); Green Oak Township

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, High School Dean of Students, Linda Lupi, Director of Student Services, Melissa Heuker, Community Relations & Recreation Director, Maria Carter-Ewald, and Athletic Director, Brad McCormack

OTHERS PRESENT

Staff, parents and members of the community

CALL TO ORDER

At 7:01 p.m. by President John Meadows.

APPROVAL OF AGENDA

Motion to approve the revised agenda as presented made by Mr. Meadows; supported by Mr. Henry.

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

CALL TO THE PUBLIC

None

STUDENT COUNCIL

Student Council Representative, Samantha Ogden shared they are planning to meet this week to discuss Snowcoming events which take place next week

COMMITTEE REPORTS

Mrs. Schwennesen shared the Executive Committee met earlier this month. Topics included vaccine updates from the MDHHS, student enrollment, and state funding.

CONSENT ITEMS

Motion to approve the minutes from the January 18, 2021 Board of Education Organizational-Regular Meeting and the January 18, 2021 closed sessions was made by Mr. Henry; supported by Mr. Cole.

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

Motion to approve fund transfer of \$370,532 in payments from Accounts Payable; further to approve the transfer of \$386,319 from Accounts Payable to cover the payrolls of January 15, 2021, and January 31, 2021 made by Mr. Henry; supported by Mr. Cole

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

Reaffirm Instructional Delivery

Motion to approve the February Extended COVID-19 Learning Plan Reconfirmation Report was made by Mr. Meadows; supported by Mrs. Kritzman.

Superintendent DeKeyser updated the Board, sharing student engagement levels were in the upper-nineties during January. He also shared WLPS will continue to follow the original plan and offer in-person instruction for all students and parents who selected the option.

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

NEW BUSINESS

2021 Revised Europe Trip Proposal

Motion to approve the revised proposal for a WLHS overnight trip submitted by Jill Henry, MS/HS Principal, and Candy Huddleston, High School Teacher, for a trip in June 2021, for 10 days, to Europe was made by Mr. Cole; supported by Mr. Henry.
Roll Call Vote: Ayes – 7; Nays – 0, motion carried 7 – 0

2022 Washington D.C. Trip Proposal

Motion to approve the revised proposal for a 7th through 9th grade overnight trip to Gettysburg and Washington D.C. from March 14, 2022 through March 17, 2022 submitted by MS/HS teachers Eric Kobeck and Kathryn Woods was made by Mr. Henry; supported by Mrs. Schwennesen.

Mr. Meadows inquired about the different grade levels. MS/HS Principal Jill Henry shared the 7th & 8th grade trip scheduled for this year was cancelled due to COVID-19. Including the 9th grade next year allows those students to not miss out on the opportunity to visit Washington D.C.

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

School of Choice

Motion to approve Whitmore Lake Public Schools as a School of Choice district with limited enrollment for students in grade K – 6 and unlimited enrollment for students in grade levels 7 - 12 in all programs for the first semester of the 2021-2022 school year pursuant to Sections 105 and 105 (c) of the State School Aid Act made by Mr. Meadows; supported by Mrs. Kritzman.

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

Financial Report

Director of Finance & Operations, Denise Kerrigan, updated the Board with information regarding the January 31, 2021 financial report.

MASB Board of Directors Election

Mr. Meadows announced Board members may choose to vote for one of the five candidates representing Region 7 to serve on the board of directors for MASB for a three-year term.

Motion to nominate candidate Mara Greatorex representing Region 7 to serve a three-year term on the Board of Directors for MASB was made by Mr. Meadows; supported by Mr. Cole.

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

ORS 3% Taxable Status Resolution

Motion to approve a resolution prepared by Thrun Law Firm regarding the proposed Closing Agreement pertaining to the ORS 3% Healthcare contributions was made by Mrs. Schwennesen; supported by Mr. Henry.

Mrs. Kerrigan shared the Michigan School retirement system was changed in 2012 requiring a 3% healthcare contribution.

Roll Call Vote: Mr. Henry – yes, Mrs. Kritzman – yes, Mrs. McCully – yes, Mr. Meadows – yes, Mrs. Schwennesen – yes, Mr. Zolenski – yes, Mr. Cole – yes.
Ayes – 7; Nays – 0, motion carried 7 – 0

SUPERINTENDENT'S REPORT

Eagle Scout Project

Superintendent DeKeyser introduced Eagle Scout candidate, Gabriel Semrau. Gabriel presented the board with plans for a possible outdoor theater, which would include a chalkboard on a 13' X 10' platform. He also shared the structure would be built at the Elementary School in the open area between the playground and parking lot and would also include bench seating if enough funds are raised.

Elementary Academic Achievement

Elementary Lead Teacher and Literacy Coach Heidi Roy-Borland provided an overview of the fall 2020 academic performance results in the NWEA/MAP scores.

Mr. DeKeyser shared the following:

- 1) COVID-19 vaccination – WCHD has been working to get more vaccines done. He also noted 30% of WLPS employees will have received 1 dose by the end of the week.
- 2) Elementary School – Administration is looking into having Spring Parent/Teacher Conferences on March 18, 2021 and March 19, 2021 and promoting March 19, 2021 as an asynchronous day to accommodate day-time conferences.

OTHER INFORMATION

ANNOUNCEMENTS

The next Executive Committee Meeting will be held on Monday, March 8, 2021.

The next Finance Committee Meeting will be held on Monday, March 15, 2021.

The next Regular Meeting of the Board of Education will be held on Monday, March 22, 2021 at 7:00 p.m. in the High School Theater, unless an Executive Order requires the meeting to be held virtually.

CALL TO THE PUBLIC

None

BOARD MEMBER REPORTS

Mrs. Kritzman announced Drama Club is planning a Talent Show to be presented virtually the weekend of March 5, 2021. She also shared it is open to all students in the district.

Mrs. Schwennesen announced Varsity Quiz Bowl will be competing in the state tournament on April 17, 2021. She also shared this will be a virtual event and encourages everyone to watch it.

ADJOURNMENT

Motion to adjourn the Regular Meeting at 8:38 p.m. made by Mr. Meadows; supported by Mr. Zolenski.

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:
February 28, 2021

<u>Payroll Transactions</u>	February 12, 2021	\$	210,791
	February 26, 2021	\$	208,909
		\$	<u>419,700</u>

<u>Accounts Payable Transactions</u>	\$	<u>400,333</u>
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Whitmore Lake Public Schools
Extended COVID-19 Learning Plan
Reconfirmation Meeting
Required 30 Days After Initial Plan Approval and Every Month Thereafter

Agenda:

- Reconfirm how instruction is going to be delivered during the 20/21 school year
- Public comments from parents and/or guardians on the Extended Learning Plan
- Review weekly 2-way interaction rates

Reconfirmation Meeting for March

Reconfirm instructional delivery method:
See Below
Reconfirm how instruction will be delivered for each grade level:
Pre-Kindergarten: In-person instruction for students and parents who selected this option. Homebased (full Virtual) for students and parents who selected this option.
Elementary (Grades K - 6): Homeroom in-person instruction for students and parents who selected this option. Homebased (full Virtual) for students and parents who selected this option.
Middle School (Grades 7 - 8): In-person instruction for students and parents who selected this option. Homebased (full Virtual) for students and parents who selected this option.
High School (Grades 9 - 12): In-person instruction for students and parents who selected this option. Homebased (full Virtual) for students and parents who selected this option.
Reconfirm whether or not the district is offering higher levels of in-person instruction for English language learners, special education students, or other special populations:
WLPS continues to offer in-person instruction for all students and parents who selected this option.

Document Public Comments:

None

WLPS Weekly 2-Way Interaction Rates

<February>	All Students (percentage of all students who received (2) 2-way interactions each week)
Week 1 2/01/2021 – 2/07/2021	97.28%
Week 2 2/08/2021 – 2/14/2021	98.48%
Week 3 2/15/2021 – 2/21/2021	96.65%
Week 4 2/22/2021 – 2/28/2021	97.87%

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PROPOSAL FOR OVERNIGHT STUDENT TRIP
2340 F5

Type of Trip: Marching Band Camp Trip at Eagle Village

Proposed Departure Date: August 1, 2021, 7:00 AM Return Date: August 5, 6:00 PM

Proposed by Elisa Fixler

Position: 5-12 Band/7-12 Choir Director

Proposal Date: February 9, 2021

A) Purpose

1) *Place to be visited:* Eagle Village, Hersey, MI

2) *Relationship to the district educational program:* Each fall the marching band becomes a new entity that needs to learn to function together as a single unit. Participants range in experience from being a brand new marching band student with no experience to a veteran marcher entering their fifth and final year in marching band. The band needs time to review and blend in new members.

3) *Student Benefit:* Students will increase their proficiency in both marching and playing their instruments. Students will bond as sections and as a single unit, learning to work as seamlessly together as possible.

4) *District Benefit:* Improved musical and marching skill from the Marching Band, improved performances at community events such as football games and pep assemblies.

5) *Evaluations of Realized Benefits:* Student self evaluations, music chaperone input and suggestions for future camps.

B) Students and Staff

1) *Which Students:* Marching Band students; grades 8 through 12

2) *How many students:* 30-35 students plus chaperones

3) How many students with academic problems: Unknown as of yet

4) Experience with overnight trips: As a teacher: 1 trip (first teaching job) to Detroit (from Mancelona), 1 trip to Mackinaw Island, 1 trip to Chicago, and 4 years of Band Camp. Individually: France (8+), Switzerland (1), Germany (1), Austria (2), Italy (1), Czech Republic (1), Mali (West Africa) (6).

5) What other staff members are going: Kat Jakrzewski

6) How many Chaperones: 4-5 beyond myself and Kat Jakrzewski

7) Names and affiliations: A list will be provided for background checks. Chaperones will be made up of Music Booster parents/guardians.

8) School days missed: None.

9) Teacher Notification: N/A.

C) School Work

1) Missed School Work: N/A.

2) Special assistance for students with academic problems: N/A.

D) Itinerary

1) Destination: Eagle Village in Hersey, MI

2) Mode of Transportation: School bus

3) Housing / Food / Planned Activities: See attached sheets with Lodging, Food Service, Campfires and Activities descriptions. Daily rehearsal schedule will be set by Marching Band staff and will include approximately 6-7 hours of instruction (sectionals, full band music rehearsal, marching basics, learning marching drill, etc.) with 2-3 hours of free time daily to engage in camp activities. We have come to an agreement with the camp to include three of the "additional fee" activities (the river canoe, high ropes course and indoor climbing wall) for each student. There will be no "off campus" activities during band camp due to the all-inclusive nature of this camp destination.


- 4) **Emergency situations:** We will keep health forms and copies of insurance cards as well as contact information for everyone. Copies to go also to the school. Minor medications are kept with a designated parent who will also have a copy of the forms and contact information.

E) Finances

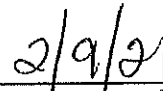
- 1) **Student Cost:** Not to exceed \$400 pending cost totals based on student numbers and chaperone needs.
- 2) **Source of Funds:** Parents / Students via fundraising
- 3) **Safeguard of Funds:** The Music Boosters will handle all funds and pay all bills associated with the camp. The camp's policy regarding covid-related restrictions and changes is as follows: "In the event of cancellation by either party for COVID-related reasons, both parties agree to work together to reschedule or refund any payments made. In the event of cancellation within 7 days of the event, or during the event, the guest group understands that they may be responsible for costs already incurred by Eagle Village, unless the cancellation or change is solely due to changes in government restrictions. Our goal is to be reasonable and work together to ensure the safety and health of all involved."
- 4) **Students unable to pay:** For those who are unable to pay for Band Camp, we have a number of fundraising opportunities through the course of the year that can enable them to participate.

F) Communications

- 1) **Communication to parents:** Emails and mailed out information packets. There will be a new Marching Band Parents/Students meeting in May.
- 2) **Telephone numbers of destination venues:** These will be listed on the final itinerary and given to parents, chaperones, and school personnel.
- 3) **Information to media and community:** Facebook page, pictures provided to Maria Carter-Ewald



Signature of the Requester



Date

Approved:

Jill Henry
Principal

2.11.21
Date

Tom DeKey

3/18/21
Date

Board Member

Date

(5)

Eagle Village in Hersey, MI

More Info:

Additional information and facility photos can be found at:

<https://www.eaglevillage.org/facility-tour/>

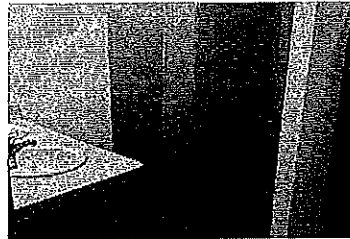
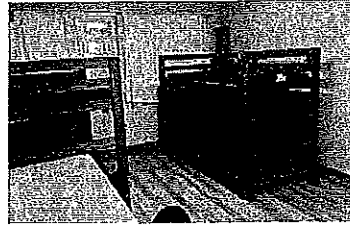
Lodging: Modern Cabins and possibly Rustic Cabins as needed to accommodate group size and social distancing if required.

Modern Cabins (A-D)

Total Capacity: up to 68 pending full occupancy, or reduced numbers if COVID restrictions require.

Our Modern Cabins have fully finished, heated interiors with bathrooms in each unit. Each cabin has 2 showers, 2 toilet stalls, and 2 sinks, and sleeps 17 in traditional camp-style bunk beds. The Modern Cabins are within 500 feet of the center of main camp, meaning each cabin is just a couple minutes' walk of all the other cabins, motels, activity areas, and dining hall.

Additional rustic cabins (without bathrooms in the cabins) are a short walk from main camp.

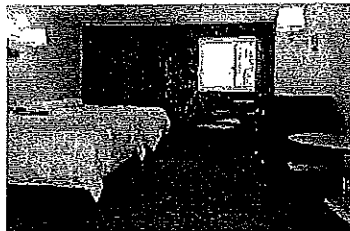


Motels (for adult staff)

Total Capacity: up to approximately 20 in 4-5 available rooms

Our motels have a combination of full and bunk beds, and bathrooms with showers in each unit. All linens are provided. There are 20 units in the heart of main camp, within a 2 minute walk of the modern cabins, dining hall, meeting rooms, and activity areas.

All luggage and personal items must be removed from motel rooms by 9am for cleaning. Later times may be available for some rooms based on availability.

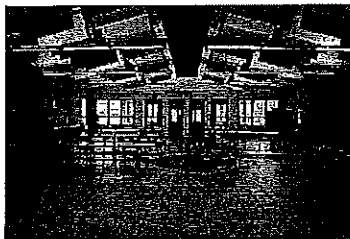


Food Service

13 meals and daily snacks

Our food service team prepares fresh, hot meals 3 times a day. Fresh fruit, coffee, hot tea, hot chocolate and ice water are always available. Slushies are provided during the summer months.

Typical breakfasts include eggs, breakfast meat, and potato, as well as cereal, Pop Tarts, and fruit. Lunch and dinner may include chicken tenders, pasta, or burgers, with two sides, and a full salad bar, and desert option.



Have a special dietary need or special requests? Let us know! We'll do our best to accommodate.

Campfires

Fire pits have benches and firewood provided. It wouldn't be camp without a campfire and s'mores. We'll provide everything you need for a special event upon request! S'mores or special snacks for additional evening events are available upon request at an additional charge.



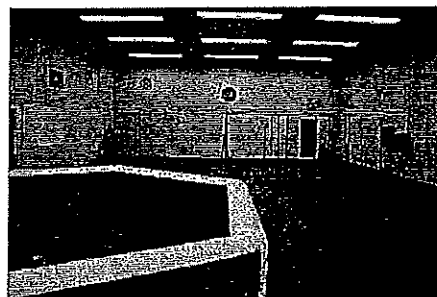
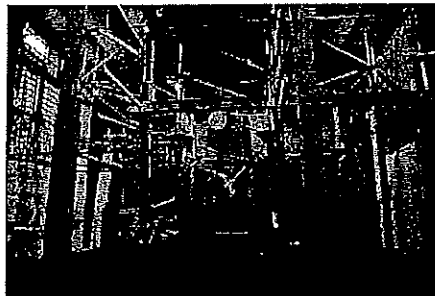
Activities

Many options available.

Work with our host to build out an activity schedule that includes:

- **Daily Swim time** in our outdoor pool with Eagle Village lifeguards (included),
- A 3-hour **river canoe** experience on the Muskegon River (additional fee),
- A 2.5-hour session on either our indoor or outdoor **high ropes course** (additional fee).
- Facilitated and recreational climbing on our giant indoor climbing wall (additional fee).
- Use of our **giant slip-and-slide** (included),
- GaGa Ball (included),
- 9-Square-In-The-Air (included),
- Outdoor volleyball and basketball courts and 10-hole disc golf course (included),
- Archery Tag with an Eagle Village instructor (additional fee),
- Miles of hiking trails and equipment for orienteering (included).

Many of our free activities, including use of the game room, outdoor volleyball and basketball courts, indoor and outdoor GaGa ball and 9 Square in the Air, and hiking trails are always available for use by campers during free and transition times.



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**Whitmore Lake Public Schools
Budget Performance Reports
February 28, 2021**

Revenue	Actual	Amended Budget	Remaining Budget	% Used/Rec'd
Fund 11 - General Fund Revenue Totals	\$5,569,688	\$10,181,453	\$4,611,765	54.70%
Fund 23 - Comm Rec Revenue Totals	\$362,123	\$455,697	\$93,574	79.47%
Fund 25 - Food Service Revenue Totals	\$221,765	\$335,645	\$113,880	66.07%

Expenditures	Actual	Adopted Budget	Remaining Budget	% Used/Rec'd
Fund 11 - General Fund Expenditure Totals	\$5,979,186	\$10,152,574	\$4,173,388	58.89%
Fund 23 - Comm Rec Expenditure Totals	\$248,779	\$394,250	\$145,471	63.10%
Fund 25 - Food Service Expenditure Totals	\$187,282	\$335,500	\$148,218	55.82%

Audited Fund Balance 6-30-2020

Fund 11 - General Fund	\$596,548
Fund 23 - Community Recreation	\$114,393
Fund 25 - Food Service	\$175