



**BOARD OF EDUCATION
REGULAR MEETING**

July 26, 2021 — 6:00 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, July 26, 2021 – 6:00 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

COMMITTEE REPORTS

CONSENT ITEMS

Approval of minutes from the June 28, 2021 Board of Education Regular Meeting. (**Attachment 1**)

Approve fund transfer of \$557,769 in payments from Accounts Payable as per attachment 2; further, to approve the transfer of \$475,751 from Accounts Payable to cover the payrolls of June 15, 2021 and June 30, 2021. (**Attachment 2**)

NEW BUSINESS

Approval of Legal Counsel

Motion to retain the legal firms of Clark Hill PLC, Miller, Johnson, Snell & Cummiskey, PLC, and Thrun Law Firm as legal counsel for the Whitmore Lake Public School District for the 2021-2022 school year.

School Bond Loan Fund Resolution

Attachment 3 contains a copy of the School Bond Qualification and Loan Program Resolution for the 2021-2022 school year for approval. **A roll call vote will be required.**

Administration Contracts

Motion to approve the renewal contract of Director of Finance and Operations, Denise Kerrigan, Middle/High School Principal and Director of Instruction, Jill Henry-Peters, Elementary Lead Teacher/Curriculum & Professional Development Coordinator and Early Literacy Coach, Heidi Roy-Borland, and Director of Student Services, Melissa Heuker

Personnel

Motion to approve the hire of Lily Blake as a full time Special Education Teacher for WLES at step 1 on the WLEA BA salary scale with a hire date of July 9, 2021 and a start date of August 23, 2021, and

to approve the hire of Carol Spilak as a full time Middle/High School English Teacher at step 7 on the WLEA MA salary scale with a hire date of July 26, 2021 and a start date of August 23, 2021.

SUPERINTENDENT'S REPORT

OTHER INFORMATION

Personnel

Elementary Paraprofessional, Jacalynn Papazian has submitted her letter of resignation with an effective date of July 2, 2021.

Penny Rudolph has accepted the Paraprofessional position at WLHS with a hire date of July 9, 2021 and a start date of August 23, 2021. This position has an hourly pay rate of \$12.66 (Step 3 of the WLPA).

Kraig Harrison has accepted the full time Elementary Behavior Specialist position with a hire date of July 26, 2021. He will begin his contract agreement on August 23, 2021.

Jack Koenn has accepted the position Lifeguard over 18 at \$12.00 (step 1) per hour and a start date of July 28, 2021.

Livingston Classical Academy

The LCA Board renewed Kalyndra Craven through June 2024 and appointed a new member, Eric Sanborn, through June 2024 replacing Nicole Mackmiller on the Board of Directors.

ANNOUNCEMENTS

The next Regular Meeting of the Board will be held on Monday, August 23, 2021 at 6:00 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. Zolenski

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
June 28, 2021 – High School Media Center – 6:00 p.m.

MEMBERS PRESENT

John Meadows (*President*), Michelle Kritzman (*Vice President*), Laura Schwennesen (*Treasurer*), Lisa McCully (*Secretary*), Lee Cole (*Trustee*), Bob Henry (*Trustee*), and Frank Zolenski (*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, and Director of Student Services, Melissa Heuker

OTHERS PRESENT

Staff, parents and members of the community

CALL TO ORDER

At 6:00 p.m. by President John Meadows.

APPROVAL OF AGENDA

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

Ayes – 7; Nays – 0, motion carried

CALL TO THE PUBLIC

None

CONSENT ITEMS

Motion to approve the minutes from the June 14, 2021 Board of Education Regular Meeting was made by Mrs. Schwennesen; supported by Mr. Henry.

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

OLD BUSINESS

*2020-2021 Final Budget Proposal
and Resolution*

Motion to approve the 2020-2021 Final Budget Summary as presented was made by Mrs. Schwennesen; supported by Mrs. Kritzman.

Mrs. Kerrigan updated the Board on the revised final budget proposal. She noted increases in revenue from Medicaid reimbursement, Act 18 funds, and ESSER funds increased the fund balance from the original budget and shared it would leave a total General Fund balance of 8.0% for 2020-2021. Mrs. Kerrigan then reviewed the budget summaries for Community Recreation Fund, Food Service Fund, and the Sinking Fund.

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

*2021-2022 Budget Proposal
and Resolution*

Motion to approve the 2021-2022 Original Budget Summary was made by Mrs. Schwennesen; supported by Mr. Henry.

Director of Finance & Operations, Denise Kerrigan reviewed the proposed 2021-2022 budget recommendations noting the projected per-pupil increase, ESSER II & ESSER III funds, purchase of two new buses, math curriculum, and additional wage increases are included in the Revenue and Expenditures.

Mr. DeKeyser shared he is working with Clark Construction Company who is evaluating if they will help with submitting RFQ's for improvements using Sinking Fund dollars.

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

NEW BUSINESS
Borrowing Resolution

Motion to approve the borrowing resolution for adoption for the 2021-2022 school year through the Michigan Financial Authority (MFA) for an amount not to exceed \$1,500,000 made by Mr. Meadows; supported by Mr. Zolenski.

Mrs. Kerrigan shared in order to meet cash flow needs, the district needs to borrow funds however the district is requesting to borrow \$100,000 less than last year.

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

L-4029 Tax Rate

Motion to approve the L-4029 2021 Tax Rate Request as presented made by Mrs. Schwennesen; supported by Mr. Cole.
Ayes – 7; Nays – 0, motion carried 7 – 0

Paraprofessional Negotiations

Motion to approve the ratification of the contract agreement between Whitmore Lake Public Schools and the Whitmore Lake Paraprofessional Association, MEA/NEA made by Mr. Meadows; supported by Mrs. Kritzman.

Mr. DeKeyser noted health insurance and salary increases were added. He also shared this is a two year contract.

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

Math Curriculum

Motion to approve McGraw Hill's Reveal Math (K-8) and Illustrative Math (9-12) for implementation beginning with the 2021-2022 school year was made by Mr. Cole; supported by Mrs. Schwennesen.

Superintendent DeKeyser shared the process used to select the new curriculum and answered all Board member questions. He also shared students will not have a textbook, however they will receive a consumable workbook.

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

SUPERINTENDENT'S REPORT

Mr. DeKeyser updated Board members on the property transfer requests, state budget, 2021-2022 enrollment projection, and RFQ companies. He then shared the following:

- 1) Facilities – has begun creating a priority list of needs from the different departments within all buildings and areas.
- 2) Community Recreation – replacement of the fabric air duct in the pool area has been completed with the insulation of an aluminum air duct system.

OTHER INFORMATION
Personnel

The board acknowledged the hiring of Abigail Wichey and Ashlyn Houtman. They also congratulated Dorene Fraley for receiving her Pupil Accounting Specialist certification.

ANNOUNCEMENTS

The next Regular Meeting of the Board of Education will be held on Monday, June 28, 2021 in the High School Media Center at 6:00 p.m.

CALL TO THE PUBLIC

None

BOARD MEMBER REPORTS

Mr. Cole shared that the Township Park by the lake now has a disc-golf course available to the public.

Mrs. Kritzman shared the Education Foundation volunteered at the Red, White, and Blue road race event. She also shared they are finalizing plans to host a corn-hole fundraising event on October 9, 2021.

Mr. Meadows applauded Mr. DeKeyser and Mrs. Kerrigan for their hard work on the budget and fiscal responsibility to the district.

ADJOURNMENT

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

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:
June 30, 2021

<u>Payroll Transactions</u>	June 15, 2021	\$	211,722
	June 30, 2021	\$	264,029
		\$	<u>475,751</u>

<u>Accounts Payable Transactions</u>		\$	<u>557,769</u>
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School Bond Qualification and Loan Program
School Loan Revolving Fund
Bureau of Bond Finance
Michigan Department of Treasury
430 W. Allegan
Lansing, MI 48922

ANNUAL LOAN/REPAYMENT ACTIVITY APPLICATION

For Participation in the School Bond Qualification and Loan Program

Legal Name of School District	District Code No.	County
Whitmore Lake Public Schools	81-140	Washtenaw County

CERTIFICATE

I, the undersigned, Secretary of the Board of Education, do certify hereby that the following constitutes a true and complete copy of a resolution adopted by the Board of Education of this School District, at a regular meeting held on the 26 day of July, 2021, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with Act 267 of the Public Acts of 1976 (Open Meetings Act).

IN WITNESS WHEREOF, I have hereunto set my hand this 26th day of July, 2021.

Lisa C. McCully

(Type or Print Name of Secretary)

(Signature of Secretary)

Laura M. Schwennesen

(Type or Print Name of Treasurer, Board of Education)

(Signature of Superintendent of Schools)

RESOLUTION

A meeting was called to order by _____, President.

Present: Members _____

Absent: Members _____

The following preamble and resolution were offered by Member _____

and supported by Member _____

WHEREAS:

1. Act 92 of the Public Acts of Michigan, 2005, enacted pursuant to Article IX, Section 16, of the Michigan Constitution of 1963, provides the procedure, terms and conditions for obtaining a loan from the Michigan School Loan Revolving Fund.

2. Pursuant to Executive Order No. 1993-19, the state activities related to bond qualification and state borrowing functions for the provision of loans by the State of Michigan to school districts were transferred from the Department of Education to the Department of Treasury. The State Treasurer is responsible for prescribing the forms and procedures regarding the application for loan from the School Loan Revolving Fund.

3. This district has taken all necessary actions to comply with all legal and procedural requirements for borrowing from the School Loan Revolving Fund.

NOW, THEREFORE, LET IT BE RESOLVED THAT:

1. The district approves the estimated amount to be borrowed from or repaid to the School Bond Qualification and Loan Program and certifies the amount of qualified debt millage to be levied in accordance with the following:

Qualified bond debt millage (Tax Year 2021)	8.39	
Combined beginning balance owed to the SBLF and/or SLRF 06/30/2021		\$ 3,611,628.48
Estimated amount to borrow from or repay to the SBLF and/or SLRF		\$4,851,699.00
Estimated accrued interest		\$242,585.
Estimated combined ending balance owed the SBLF and/or SLRF 06/30/2022		\$8,705,912.48

2. The district agrees to levy the debt millage tax as indicated above in the current tax year and to levy the debt millage tax required by law on the taxable valuation of the district for each subsequent year until all loans are repaid in full to the State of Michigan.

3. The district agrees to take actions and to refrain from taking any actions as necessary to maintain the tax exempt status of tax exempt bonds or notes issued by the State or the Michigan Finance Authority for the purpose of financing loans to school districts.

4. The district agrees to file a draw request with the State Treasurer not less than 30 days prior to the time when disbursement proceeds will be necessary in order to pay maturing principal or interest or both and to provide any other pertinent facts which may be required to be included in the request.

5. The (title of authorized officer) Director of Finance and Operations is authorized and directed to file with the Department of Treasury the Annual Loan/Repayment Activity Application and any draw request documents necessary for borrowing from the SLRF.

6. In the event that the district fails to perform any actions as identified in this application or required by law, the district will submit to the State Treasurer a board approved resolution which indicates the actions taken and procedures implemented to assure future compliance.

7. The district board members have read this application, approved all statements and representations contained herein as true to the best knowledge and belief of said board, and authorized the Secretary of the Board of Education to sign this application and submit same to the State Treasurer for his review and approval.

Ayes: Members

Nayes: Members
