



**BOARD OF EDUCATION  
REGULAR MEETING**  
July 18, 2022 — 6:00 p.m.  
Whitmore Lake Public Schools  
Administration Office



# 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 18, 2022 – 6:00 p.m.**

**Whitmore Lake Public Schools Administration Office**  
**Superintendent Conference Room**  
**8845 Main Street**  
**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**

### **SPECIAL PRESENTATION**

Students from the Titanium Trojans, Middle School Robotics Team and the Trobots, the High School Robotics Teams will present a demonstration of their robots.

### **CONSENT ITEMS**

Approval of minutes from the June 27, 2022 Board of Education Regular Meeting. **(Attachment 1)**

Approve fund transfer of \$1,098,870 in payments from Accounts Payable as per attachment 2; further, to approve the transfer of \$488,746 from Accounts Payable to cover the payrolls of June 15, 2022 and June 30, 2022.  
**(Attachment 2)**

### **OLD BUSINESS**

#### *Operating Millage Review*

Superintendent DeKeyser will share two options regarding an operating millage proposal with the Board as prepared by Thrun Law Firm.

### **NEW BUSINESS**

#### *Operating Millage Proposal*

Motion to approve the resolution authorizing the submission of the Operating Millage Proposal as prepared by Thrun Law Firm. **(Attachment 3) A roll call vote will be required.**

*Approval of Legal Counsel*

Motion to retain the legal firms of Dickinson Wright PLLC, Miller Johnson, and Thrun Law Firm as legal counsel for the Whitmore Lake Public School District for the 2022-2023 school year.

*School Bond Loan Fund Resolution*

**Attachment 4** contains a copy of the School Bond Qualification and Loan Program Resolution for the 2022-2023 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 Principal, Heidi Roy-Borland, and Director of Student Services, Melissa Heuker.

*Personnel*

Motion to approve the hire of Annika Helber as a full time Elementary Junior Kindergarten Teacher at Level 1 on the WLEA BA salary scale with a hire date of June 27, 2022 and a start date of August 24, 2022, and

to approve the hire of Stephanie Showman as a full time Elementary Art Teacher at Level 3 on the WLEA BA salary scale with a hire date of June 28, 2022 and a start date of August 24, 2022.

**SUPERINTENDENT'S REPORT**

**OTHER INFORMATION**

*Personnel*

Early Childhood Special Education Teacher, Allison Crecelius has submitted her resignation with an effective date of August 18, 2022.

Community Recreation, Ethan Drouillard has resigned as Aquatic Program Supervisor effective May 27, 2022. Ethan will remain as Swim Coach. John Holt has accepted the position as Director of Community Recreation.

Jordan Blom has accepted the full-time position as Montessori Preschool Assistant Teacher with a start date of July 11, 2022.

**ANNOUNCEMENTS**

**The next Regular Meeting of the Board will be held on Monday, August 15, 2022 at 6:00 p.m. in the Administration Office, Superintendent Conference Room.**

**CALL TO THE PUBLIC**

**BOARD MEMBER REPORTS**

Mr. Cole, Mr. Henry, Mrs. Kritzman, Mrs. McCully, Mr. Meadows, Mrs. Schwennessen 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 27, 2022 – High School Media Center – 6:00 p.m.**

**MEMBERS PRESENT**

John Meadows (*President*), Laura Schwennesen (*Treasurer*), Lisa McCully (*Secretary*), Lee Cole (*Trustee*), and Bob Henry (*Trustee*)

**MEMBERS ABSENT**

Michelle Kritzman and Frank Zolenski

**ADMINISTRATORS PRESENT**

Director of Finance & Operations, Denise Kerrigan, Elementary Principal, Heidi Roy-Borland, and Student Services Director, 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 AGENDGA**

*Motion to approve revised agenda as presented was made by Mr. Meadows; supported by Mr. Cole.*

Ayes – 5; Nays – 0, motion carried

**CALL TO THE PUBLIC**

None

**COMMITTEE REPORTS**

Mrs. Schwennesen reported the Executive Committee met on June 23 2022. Topics included replacement of retired staff, and tax review of Headlee override. She also shared the Committee would recommend looking into a proposal to the November 2022 ballot.

Board members engaged into a discussion regarding an Operating Millage Renewal Proposal on the November 8, 2022 ballot. Mr. Henry explained the difference between a renewal on the Headlee override tax and a new proposal. He also shared this is a non-homestead tax and would not affect the average homeowner. Mrs. Kerrigan shared a renewal would allow four years at the current levy. Mr. Meadows inquired what the different levy percentages would look like.

Mr. Henry suggested to present two proposals regarding the operating millage for discussion at the July 18, 2022 Board of Education Meeting.

**CONSENT ITEMS**

*Motion to approve the minutes from the June 13, 2022 Board of Education Regular Meeting made by Mrs. Schwennesen; supported by Mr. Cole.*

Ayes – 5; Nays – 0, motion carried 5 – 0

**OLD BUSINESS**

Eagle Scout Gabe Semrau presented his design of an outdoor theater that will include a chalkboard on the backside. He shared his next step is to request volunteers to help with the two day build and install at the elementary. The tentative begin date is August 21, 2022. He also shared he was able to raise over \$5000 in donations, exceeding his original goal of \$2000.

**NEW BUSINESS**

*2021-2022 Final Budget Proposal  
and Resolution*

*Motion to approve the 2021-2022 Final Budget Summary as presented was made by Mrs. Schwennesen; supported by Mr. Cole.*

Mrs. Kerrigan updated the Board on the final budget proposal. She noted the total General Fund balance of 9.2% could increase during the audit, as revenue and final expenses are received. Mrs. Kerrigan then reviewed the budget summaries for Community Recreation Fund, Food Service Fund, Sinking Fund and Student Activity Funds.

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

Ayes – 5; Nays – 0, motion carried 5 – 0

*2022-2023 Budget Proposal  
and Resolution*

*Motion to approve the 2022-2023 Original Budget Summary as presented was made by Mrs. Schwennesen; supported by Mr. Henry.*

Director of Finance & Operations, Denise Kerrigan reviewed the proposed 2022-2023 budget recommendations. She noted the increase in revenue under Kids Club, Tuition Preschool is because of the GLTW acquisition.

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

Ayes – 5; Nays – 0, motion carried 5 – 0

*Personnel*

*Motion to approve the hire of Ryan Page as a full time MS/HS Teacher at Level 1 on the WLEA BA salary scale with a hire date of June 23, 2022 and a start date of August 24, 2022 was made by Mr. Meadows; supported by Mr. Cole.*

Ayes – 5; Nays – 0, motion carried 5 – 0

Mr. Meadows welcomed Ryan to the Whitmore Lake Team.

*Office Personnel Negotiations*

*Motion to approve the Letter of Agreement between Whitmore Lake Public Schools and the Whitmore Lake Office Personnel Association, MEA/NEA effective July 1, 2022 through June 30, 2023 was made by Mr. Henry; supported by Mr. Cole.*

Ayes – 5; Nays – 0, motion carried 5 – 0

*Academic Achievement*

Board members reviewed the 2021-2022 School Year Goal Report regarding the Extended COVID-19 Learning Plan. Director of Student Services, Melissa Heuker then answered all Board member questions.

**SUPERINTENDENT'S REPORT**

Superintendent DeKeyser was unable to attend and will update the Board at the July 18, 2022 meeting.

**OTHER INFORMATION**

The Board acknowledged the acceptance of Emily Kroll and Daiva Lukasiewicz for the Montessori Preschool Assistant Teacher positions.

**ANNOUNCEMENTS**

**The next Regular Meeting of the Board of Education will be held on Monday, July 18, 2022 at 6:00 p.m. in the Administration Office, Superintendent Conference Room.**

**CALL TO THE PUBLIC**

None.

**BOARD MEMBER REPORTS**

Mr. Meadows announced the Athletic Association will be holding their annual Golf Outing on August 13, 2022.

**ADJOURNMENT**

*Motion to adjourn the Regular Meeting at 7:00 p.m. made by Mr. Henry; supported by Mrs. Schwennesen.*

Ayes - 5; Nays - 0, motion carried 5 - 0.

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

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*Date*

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**Whitmore Lake Public Schools**  
**Business Office Transactions**

For the Month Ending:  
**June 30, 2022**

<u>Payroll Transactions</u>	June 15, 2022	\$	229,121
	June 30, 2022	\$	259,625
		\$	<u>488,746</u>

<u>Accounts Payable Transactions</u>		\$	<u>597,481</u>
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Transfer to Debt Fund	\$141,278
Transfer to Sinking Fund	<u>\$360,111</u>
	<u>\$1,098,870</u>

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Whitmore Lake Public School District, Washtenaw and Livingston Counties, Michigan  
(the "District")

A regular meeting of the board of education of the District (the "Board") was held in the Whitmore Lake Public Schools Administration Conference Room, within the boundaries of the District, on the 18th day of July, 2022, at 6:00 o'clock in the p.m. (the "Meeting").

The 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. Pursuant to the Michigan Election Law, the District's regular school election shall be held on the first Tuesday after the first Monday in November of even years.
2. It is necessary to conduct the District's regular election on Tuesday, November 8, 2022, to fill one or more Board positions.
3. On or before 4:00 p.m. on Tuesday, August 16, 2022, the Board shall certify any ballot proposition to be submitted to the voters at such election to the election coordinator or coordinators designated to conduct elections within the District (the "Election Coordinator").

**NOW, THEREFORE, BE IT RESOLVED THAT:**

1. The regular school election of the school electors of the District be called and held on Tuesday, November 8, 2022.
2. The proposition to be voted on at the regular school election shall be stated on the ballots in substantially the form as set forth in Exhibit A.
3. The Election Coordinator is requested to:
  - a. Utilize Washtenaw Legal News, a newspaper published or of general circulation within the District, for publication of notices in accordance with the election law requirements.
  - b. Utilize ballot proposition summary information, as prepared by legal counsel, in the forms of the notices of last day of registration and election in substantially the form as set forth in Exhibit B attached hereto.
  - c. Provide a proof copy of the ballot to the District and its legal counsel in sufficient time to allow the ballot to be proofread prior to printing.

4. The Secretary of this Board is hereby authorized and directed to file a copy of this resolution with the Election Coordinator and with any Election Clerk or clerks designated to conduct elections within the District by 4:00 p.m., on Tuesday, August 16, 2022.

5. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

Ayes: Members

Nays: Members

Resolution declared adopted.

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Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of Whitmore Lake Public School District, Washtenaw and Livingston Counties, Michigan, hereby certifies that the foregoing constitutes a true and complete copy of a resolution adopted by the Board at the Meeting, the original of which is part of the Board's minutes. The undersigned further certifies that notice of the Meeting was given to the public pursuant to the provisions of the "Open Meetings Act" (Act 267, Public Acts of Michigan, 1976, as amended).

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Secretary, Board of Education

CJI/lma

## EXHIBIT A

### WHITMORE LAKE PUBLIC SCHOOL DISTRICT OPERATING MILLAGE PROPOSAL

This proposal will allow the school district to levy the statutory rate of not to exceed 18 mills on all property, except principal residence and other property exempted by law, required for the school district to receive its revenue per pupil foundation allowance.

Shall the limitation on the amount of taxes which may be assessed against all property, except principal residence and other property exempted by law, in Whitmore Lake Public School District, Washtenaw and Livingston Counties, Michigan, be increased by 21 mills (\$21.00 on each \$1,000 of taxable valuation) for a period of 10 years, 2022 to 2031, inclusive, to provide funds for operating purposes; the estimate of the revenue the school district will collect if the millage is approved and .0542 mill is levied in 2022 is approximately \$235,238?

**EXHIBIT B**

**SUMMARY OF BALLOT PROPOSITION TO BE INSERTED IN THE  
NOTICES OF LAST DAY OF REGISTRATION AND ELECTION:**

WHITMORE LAKE PUBLIC SCHOOL DISTRICT  
OPERATING MILLAGE PROPOSAL  
EXEMPTING PRINCIPAL RESIDENCE  
AND OTHER PROPERTY EXEMPTED BY LAW  
21 MILLS FOR 10 YEARS

Full text of the ballot proposition may be obtained at the administrative offices of Whitmore Lake Public School District, 8845 Main Street, Whitmore Lake, Michigan 48189-9597, telephone: (734) 449-4464.

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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 or special] meeting held on the 18th day of July, 2022, 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 18th day of July, 2022.

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 2022)	8.39	
Combined beginning balance owed to the SBLF and/or SLRF 06/30/2022		\$ 5,259,320.26
Estimated amount to borrow from or repay to the SBLF and/or SLRF		\$ 1,210,646.00
Estimated accrued interest		\$ 323,498.31
Estimated combined ending balance owed the SBLF and/or SLRF 06/30/2023		\$ 6,793,464.57

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

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Nayes: Members

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