



**BOARD OF EDUCATION
REGULAR MEETING**
November 7, 2022 — 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, November 7, 2022 – 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

“This 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

Kimberlee Ventura will present the student council report.

COMMITTEE REPORTS

CONSENT ITEMS

Approval of minutes from the October 17, 2022 Board of Education Regular Meeting. (**Attachment 1**)

Approve fund transfer of \$528,539 in payments from Accounts Payable as per attachment 2; further, to approve the transfer of \$576,902 from Accounts Payable to cover the payrolls of October 14, 2022 and October 31, 2022. (**Attachment 2**)

NEW BUSINESS

2023 Schedule of Meetings

Attachment 3 contains the proposed 2023 Board of Education schedule of meetings. Approval is recommended.

L-4029 Tax Rate

Motion to approve the L-4029 Tax Rate Request contingent upon approval of the November 8, 2022 WLPS Operating Millage Proposal. Approval is recommended. (**Attachment 4**)

Board of Education Policies

Attachment 5 contains Miller Johnson policy for a first reading.

Financial Report

Attachment 6 contains the Budget Performance Report for October 31, 2022. Director of Finance & Operations, Denise Kerrigan will update the Board with information regarding the financial report.

SUPERINTENDENT'S REPORT

OTHER INFORMATION

Personnel

District Transportation Driver, Tracy Sack has recently submitted her resignation with an effective date of October 15, 2022.

Kimberly Yum has accepted the full-time position as Montessori Preschool Toddler Assistant with a start date of November 1, 2022.

Randi Macks has accepted the full time position in Transportation as a Bus Driver with a start date of November 7, 2022. This position has an hourly pay rate of \$20.23 (Step 5 of the WLPA).

ANNOUNCEMENTS

The next Regular Meeting of the Board will be held on Monday, December 12, 2022 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. 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
October 17, 2022 –High School Media Center – 7:00 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, and Student Services Director, Melissa Heuker

OTHERS PRESENT

Staff, parents and members of the community

CALL TO ORDER

At 7:00 p.m. by President John Meadows.

APPROVAL OF AGENDGA

Motion to approve agenda as presented was made by Mr. Meadows; supported by Mr. Cole.
Ayes – 7; Nays – 0, motion carried

CALL TO THE PUBLIC

None

STUDENT COUNCIL

Student Council President, Kimberlee Ventura was unable to attend. She will update Board members at the next BOE meeting.

COMMITTEE REPORTS

None

CONSENT ITEMS

Motion to approve the minutes from the September 19, 2022 Board of Education Regular Meeting made by Mr. Henry; supported by Mrs. Schwennesen.
Ayes – 7; Nays – 0, motion carried 7 – 0

Motion to approve the fund transfer of \$565,834 in payments from Accounts Payable as per attachment 2; further, to approve the transfer of \$576,128 from Accounts Payable to cover the payrolls of September 15, 2022 and September 30, 2022 made by Mr. Henry; supported by Mrs. Schwennesen.
Ayes – 7; Nays – 0, motion carried 7 – 0

OLD BUSINESS

Board Policies

Motion to approve the changes to the Miller Johnson Policies, 0003 - Superintendent of Schools, 1001 - Organization and Functioning of the Board, 2001 - Admission and Enrollment, and 2006 - Behavior with Personal Electronic Devices and Food Deliveries was made by Mrs. Schwennesen; supported by Mr. Henry.

Mr. DeKeyser shared that this is the second reading for these policies and no changes have been made since the first reading.

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

NEW BUSINESS

Athletic Co-Operative Program

Motion to approve the resolution for an athletic co-operative baseball and softball program between WLPS and Livingston Classical Academy at the junior varsity and varsity levels for the 2022-23 and 2023-24 school years was made by Mr. Meadows; supported by Mr. Zolenski.

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

Sex Education Advisory Board

Motion to approve the advisory board and the SEAB co-chairs identified by the Superintendent in compliance with Michigan Compiled Laws related to sex education and reproductive health was made by Mrs. Schwennesen; supported by Mr. Henry.

Mr. DeKeyser answered Board member questions, then shared the Advisory Board members will meet twice per year for a two year term.

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

Financial Report

Director of Finance & Operations, Denise Kerrigan, updated the Board with information regarding the September 30, 2022 financial report. She also shared the food service expenditures will be higher than the revenue received due to the rising cost of food and not increasing the breakfast and lunch menu prices this year.

SUPERINTENDENT'S REPORT

MDE Section 98c Learning Loss Grant

In compliance with PA 144 of 2022, section 98c, Mr. DeKeyser presented to the board how resources allocated under this grant would be used to mitigate learning loss associated with COVID-19. Class size reduction, behavior management, curriculum pacing/alignment will be evaluated annually to determine effectiveness.

Superintendent DeKeyser also shared the following:

- 1) Facilities update – sent out RFP for building signage repair, this would be a Sinking Fund expense, with approval in December. Community Rec. pool impeller repaired, RFQ will be sent out for a new filtration system. Road patch work done at high school, also repaired Main Street Campus parking lot due to water damage. Drainage repair at HS is working good, looking into improving drainage in the athletic field event areas which will require some replacements of equipment.
- 2) WASB meeting – discussion regarding approaching the Legislators about teacher shortage and pay, facility repair funds, professional development.
- 3) Congratulations to Aimee Taylor who was nominated and won the 2022 Michigan Elementary Physical Education Teacher of the Year award from SHAPE Michigan.

OTHER INFORMATION

Personnel

The board acknowledged the hiring of Lucinda (Sara) Lupi as MS/HS Lunchroom Supervisor, Barbara Cook as MS/HS Food Service Worker, Debra Busuito as Elementary Paraprofessional and Vanessa Holden as MS/HS Administrative Assistant.

ANNOUNCEMENTS

The next Regular Meeting of the Board of Education will be held on Monday, November 7, 2022 at 7:00 p.m. in the High School Media Center.

CALL TO THE PUBLIC

None.

BOARD MEMBER REPORTS

Mrs. Kritzman announced November 4th is the last day the Education Foundation will accept Grant proposals from WLPS employees. She also shared the HS Marching Band will perform at Band-o-Rama on November 3rd.

Mrs. Schwennesen announced Board members will again participate in the Northfield Human Services Adopt-a-Family this year. She also volunteered to do all the shopping for the family.

ADJOURNMENT

Motion to adjourn the Regular Meeting at 7:54 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:
October 31, 2022

<u>Payroll Transactions</u>	October 14, 2022	\$	295,107
	October 31, 2022	\$	281,795
		\$	<u>576,902</u>

<u>Accounts Payable Transactions</u>		\$	<u>528,539</u>
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Whitmore Lake Public Schools

BOARD OF EDUCATION

2023 Meeting Schedule

Whitmore Lake Public Schools
8845 Main Street
Whitmore Lake, MI 48189
(734) 449-4464

If a BOE meeting will need to be conducted virtually, a link to join the meeting will be posted on the District website under Featured Info & Events.

			LOCATION
January 23, 2023	Organizational/Reg. Mtg	7:00 p.m.	High School
February 13, 2023	Regular Meeting	7:00 p.m.	High School
March 20, 2023	Regular Meeting	7:00 p.m.	High School
April 17, 2023	Regular Meeting	7:00 p.m.	High School
May 15, 2023	Regular Meeting	7:00 p.m.	High School
June 12, 2023	Budget Hearing /Reg. Mtg	6:00 p.m.	High School
June 26, 2023	Regular Meeting	6:00 p.m.	High School
July 17, 2022	Regular Meeting	6:00 p.m.	Main Street Campus
August 21, 2023	Regular Meeting	6:00 p.m.	Main Street Campus
September 18, 2023	Regular Meeting	7:00 p.m.	High School
October 23, 2023	Regular Meeting	7:00 p.m.	High School
November 13, 2023	Regular Meeting	7:00 p.m.	High School
December 11, 2023	Regular Meeting	7:00 p.m.	High School

Upon request to the Superintendent, the District shall make reasonable accommodation for a person with disabilities to be able to participate in these meetings.

Please note the location is subject to change. View wlps.net for location update.

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2022 Tax Rate Request (This form must be completed and submitted on or before September 30, 2022)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory; Penalty applies.

Carefully read the instructions on page 2.

County(ies) Where the Local Government Unit Levies Taxes WASHTENAW	2022 Taxable Value of ALL Properties in the Unit as of 5-23-2022 309,744,260
Local Government Unit Requesting Millage Levy WHITMORE LAKE PUBLIC SCHOOLS	For LOCAL School Districts: 2022 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties. 91,664,222

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2022 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election Charter, etc.	(5) ** 2021 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2022 Current Year "Headlee" Millage Reduction Fraction	(7) 2022 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
Voted	Operating - Non-Homestead	11-2022	21.0000	NA	NA	21.0000	1.0000	18.0000	0	18.0000	12-2031
EX-VOTED	2015 DEBT	NA	NA	NA	1.0000	NA	1.0000	NA	0	3.1000	NA
EX-VOTED	2016 DEBT	NA	NA	NA	1.0000	NA	1.0000	NA	0	0.3500	NA
EX-VOTED	2019	NA	NA	NA	1.0000	NA	1.0000	NA	0	4.5000	NA
EX-VOTED	2020	NA	NA	NA	1.0000	NA	1.0000	NA	0	0.4400	NA
VOTED	SINKING FUND	8-2018	1.0000	0.9605	0.9847	0.9458	1.0000	0.9458	0	0.9458	12-2027
VOTED	RECREATION FUND	8-2019	1.0000	0.9751	0.9847	0.9601	1.0000	0.9601	0	0.9601	12-2028

Prepared by Denise Kerrigan	Telephone Number (734) 839-6301	Title of Preparer Director of Finance and Operations	Date 11/09/2022
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CERTIFICATION: As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

<input type="checkbox"/> Clerk	Signature	Print Name	Date
<input checked="" type="checkbox"/> Secretary		Lisa C. McCully	11/09/2022
<input type="checkbox"/> Chairperson	Signature	Print Name	Date
<input checked="" type="checkbox"/> President		John Meadows	11/09/2022

* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

** **IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).

Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 2 of 2022 for instructions on completing this section.

Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate
For Principal Residence, Qualified Ag., Qualified Forest and Industrial Personal	
For Commercial Personal	6.0
For all Other	18.0000

2022 Tax Rate Request (This form must be completed and submitted on or before September 30, 2022)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory; Penalty applies.

Carefully read the instructions on page 2.

County(ies) Where the Local Government Unit Levies Taxes LIVINGSTON	2022 Taxable Value of ALL Properties in the Unit as of 5-23-2022 124,273,451
Local Government Unit Requesting Millage Levy WHITMORE LAKE PUBLIC SCHOOLS	For LOCAL School Districts: 2022 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties. 47,646,356

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2022 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election Charter, etc.	(5) ** 2021 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2022 Current Year "Headlee" Millage Reduction Fraction	(7) 2022 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
Voted	Operating - Non-Homestead	11-2022	21.0000	NA	NA	21.0000	1.0000	18.0000	0	18.0000	12-2031
EX-VOTED	2015 DEBT	NA	NA	NA	1.0000	NA	1.0000	NA	0	3.1000	NA
EX-VOTED	2016 DEBT	NA	NA	NA	1.0000	NA	1.0000	NA	0	0.3500	NA
EX-VOTED	2019	NA	NA	NA	1.0000	NA	1.0000	NA	0	4.5000	NA
EX-VOTED	2020	NA	NA	NA	1.0000	NA	1.0000	NA	0	0.4400	NA
VOTED	SINKING FUND	8-2018	1.0000	0.9605	0.9847	0.9458	1.0000	0.9458	0	0.9458	12-2027
VOTED	RECREATION FUND	8-2019	1.0000	0.9751	0.9847	0.9601	1.0000	0.9601	0	0.9601	12-2028

Prepared by Denise Kerrigan	Telephone Number (734) 839-6301	Title of Preparer Director of Finance and Operations	Date 11/09/2022
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<input type="checkbox"/> Clerk	Signature	Print Name	Date
<input checked="" type="checkbox"/> Secretary		Lisa C. McCully	11/09/2022
<input type="checkbox"/> Chairperson	Signature	Print Name	Date
<input checked="" type="checkbox"/> President		John Meadows	11/09/2022

* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

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Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate
For Principal Residence, Qualified Ag., Qualified Forest and Industrial Personal	
For Commercial Personal	6.0
For all Other	18.0000

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Policy 1002, **Electronic Meetings** and Remote Participation

The following language has been the subject of much legal debate for months. MJ has provided two options. I am recommending an "A" option because it is the most straightforward and inline with current BOE values. Option B allows for more flexibility but also more litigation potential.

Option A (recommended)

Electronic Meetings and Remote Participation. A Board member must be physically present at the meeting to participate in a meeting as a Board member, except as otherwise permitted by the OMA.

If a Board member participates in a Board meeting remotely because of an absence due to military duty, or as the only reasonable accommodation available for a disability that would otherwise prevent the Board member from attending the Board meeting, the following conditions must be met:

- In addition to any other notice required under the OMA, the Board must post advance notice consistent with MCL 15.263a(4) and post the agenda consistent with MCL 15.263a(5);
- The Board Secretary must include the name of each Board member attending remotely in the meeting minutes, and an announcement must be made at the outset of the meeting that the Board member is attending remotely. Except for a Board member absent due to military duty, the announcement must also identify the Board member's specific location by state and city, township, county, or village;
- The Board must use 2-way communication so that Board members attending remotely can hear and be heard by other Board members and public participants;
- The Board member attending remotely must notify the Board President at least one (1) business day before the meeting that s/he will participate remotely to allow the Board President to make arrangements to notify the general public of the means by which it may contact the Board member prior to the meeting; and
- The Board President must take steps to ensure the general public is aware of the manner any Board member attending remotely voted on any and all matters brought before the Board for a vote, such as requiring roll call voting.

Option B (not recommended)

Electronic Meetings and Remote Participation. A Board member must be physically present at the meeting to be counted toward a quorum or vote in a meeting, except as otherwise permitted by the OMA. Board members who are not explicitly authorized under the OMA to participate remotely in a meeting, or who do not have a disability for which the only reasonable accommodation is remote meeting attendance, may remotely contribute to Board meetings. However, any such Board member may not be counted toward a quorum or vote in such meeting. Additionally, if any Board member is present remotely due to a reason explicitly authorized by the OMA or as the reasonable accommodation for a disability, no other Board member may remotely contribute to the Board meeting unless they are present remotely due to military duty or reasonable accommodation for a disability.

If a Board member participates in a Board meeting remotely because of an absence due to military duty, or as the only reasonable accommodation available for a disability that would otherwise prevent the Board member from attending the Board meeting, the following conditions must be met:

- In addition to any other notice required under the OMA, the Board must post advance notice consistent with MCL 15.263a(4) and post the agenda consistent with MCL 15.263a(5);
- The Board Secretary must include the name of each Board member attending remotely in the meeting minutes, and an announcement must be made at the outset of the meeting that the Board member is attending remotely. Except for a Board member absent due to military duty, the announcement must also identify the Board member's specific location by state and city, township, county, or village;
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- The Board member attending remotely must notify the Board President at least one (1) business day before the meeting that s/he will participate remotely to allow the Board President to make arrangements to notify the general public of the means by which it may contact the Board member prior to the meeting; and
- The Board President must take steps to ensure the general public is aware of the manner any Board member attending remotely voted on any and all matters brought before the Board for a vote, such as requiring roll call voting.

1st Read:

2nd Read/Approved:

Minutes reflecting BOE approval:

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**Whitmore Lake Public Schools
Budget Performance Reports
October 31, 2022**

Revenue	Actual	Adopted Budget	Remaining Budget	% Used/Rec'd
Fund 11 - General Fund Revenue	\$1,729,122	\$12,824,068	\$11,094,946	13.48%
Fund 23 - Comm Rec Revenue	\$41,040	\$547,115	\$506,075	7.50%
Fund 25 - Food Service Revenue	\$69,600	\$474,850	\$405,250	14.66%

Expenditures	Actual	Adopted Budget	Remaining Budget	% Used/Rec'd
Fund 11 - General Fund Expenditure	\$3,244,106	\$12,816,312	\$9,572,206	25.31%
Fund 23 - Comm Rec Expenditure	\$69,223	\$330,400	\$261,177	20.95%
Fund 25 - Food Service Expenditure	\$113,899	\$474,300	\$360,401	24.01%

Audited Fund Balance 6-30-2022

Fund 11 - General Fund	\$1,178,174
State Aid Note	\$1,492,837
Fund 23 - Community Recreation	\$352,858
Fund 25 - Food Service	\$179,633