



**BOARD OF EDUCATION
ORGANIZATIONAL / REGULAR
MEETING**

January 23, 2023 — 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.*

ORGANIZATIONAL / REGULAR MEETING

Monday, January 23, 2023 – 7:00 p.m.

Whitmore Lake High School Media Center
7430 Whitmore Lake Rd.
Whitmore Lake, MI 48189

CALL TO ORDER

Trustee Meadows will call to order the Organizational / Regular Meeting.

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

ELECTION OF BOARD OFFICERS

Trustee Meadows shall call for nominations for President of the Board for the 2023 calendar year. A motion to close the nomination and vote shall follow.

The elected President of the Board will assume the meeting and shall call for nominations for the remaining positions of the board for the 2023 calendar year. A motion to close the nomination and vote shall follow each board office position.

Vice President

Secretary

Treasurer

SPECIAL PRESENTATION

January is School Board Recognition Month. Board Recognition will be shared by staff and students.

STUDENT COUNCIL

Kimberlee Ventura will present the student council report.

CONSENT ITEMS

Approval of minutes from the December 12, 2022 Board of Education Regular Meeting, and the December 12, 2022 closed session (to be handed out at the meeting). **(Attachment 1)**

Approve fund transfer of \$613,799 in payments from Accounts Payable as per attachment 2; further, to approve the transfer of \$593,058 from Accounts

Payable to cover the payrolls of December 15, 2022 and December 29, 2022.
(Attachment 2)

NEW BUSINESS
School of Choice

Pursuant to Sections 105 and 105(c) of the State School Aid Act, it is recommended that the Board adopt unlimited open enrollment for students K - 6 for the first semester with a limited enrollment for the second semester and unlimited open enrollment for students grade levels in 7 – 12 in all programs for the 2023-2024 school year.

Financial Report

Attachment 3 contains the Budget Performance Report for December 31, 2022. Director of Finance & Operation, Denise Kerrigan will update the Board with information regarding the financial report.

SUPERINTENDENT'S REPORT
Community Health Partnership

Attachment 4 contains a letter of support on a proposed Community Health Partnership between Northfield's Human Services, the University of Michigan School of Nursing, and Hamilton Community Health Network.

Service Dogs

Mr. DeKeyser will update board members regarding a training plan for service dogs.

OTHER INFORMATION
Personnel

The following employees have submitted their resignation letter: Aquatic Programing Supervisor, Stephanie Heller, Elementary Special Education Teacher, Lilly Blake, and Community Recreation Director, John Holt.
(Attachment 5)

Mary Mathy, Crystalyn Freund, and Michele Johns have accepted the positions as Infant Teacher Assistant for GLTW Montessori Preschool. These positions have a start rate of \$17.00 per hour.

Alex Cichocki has accepted the position as Custodian for the Main School Campus with a start date of January 11, 2023. This position has an hourly pay rate of \$17.00.

ANNOUNCEMENTS

The next Regular Meeting of the Board will be held on Monday, February 13, 2023 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

December 12, 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, Elementary Principal, Heidi Roy-Borland, Student Services Director, Melissa Heuker, and Communications Director, Maria Carter-Ewald

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 the agenda as presented was made by Mr. Meadows; supported by Mr. Henry.

Ayes – 7; Nays – 0, motion carried

CALL TO THE PUBLIC

None

STUDENT COUNCIL

Student Council President, Kimberlee Ventura updated board members on the plans for holiday spirit week and the assembly. She also shared the new microwave for students will be delivered and placed in the cafeteria for the second semester.

COMMITTEE REPORTS

Mrs. Schwennesen shared the Executive Committee met November 14, 2022. Topics included the Headlee override operating millage, and the superintendent evaluation.

Mr. DeKeyser shared EPIC MRA offered to contract for a data base to provide information and ideas to campaign the operating millage for a May 2, 2023 election.

CONSENT ITEMS

Motion to approve the minutes from the November 7, 2022 Board of Education Regular Meeting made by Mr. Henry; supported by Mr. Cole

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

Motion to approve the fund transfer of \$537,973 in payments from Accounts Payable as per attachment 2; further, to approve the transfer of \$573,224 from Accounts Payable to cover the payrolls of November 15, 2022 and November 30, 2022 made by Mr. Henry; supported by Mr. Cole

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

OLD BUSINESS

Board of Education Policies

Superintendent DeKeyser shared that this is the second reading for the change options required for policy 1002, Electronic Meeting and Remote and no changes have been made since the first reading.

Motion to approve the changes to the Miller Johnson Policy 1002 with option "A" was made by Mr. Meadows; supported by Mr. Zolenski.

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

NEW BUSINESS

Personal

Motion to approve the hire of Kelsey Arambula (Munn) as a full time Elementary Special Education Teacher at level 9 on the WLEA MA salary scale with the start date of November 29, 2022 was made by Mr. Meadows; supported by Mr. Henry.

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

Marching Band Trip Proposal

Motion to approve the proposal for an overnight WLHS Marching Band Trip submitted by Elisa Fixler, MS/HS Band Director, to travel to Hersey, MI for Band Camp from July 31, 2023 to August 4, 2023 was made by Mr. Cole; supported by Mrs. Kritzman.
Ayes – 7; Nays – 0, motion carried 7 – 0

Approval of Building Signs RFQ

Motion to award the repair of the outdoor building signs bid to Signs by Crannie for a total bid amount of \$143,510 with the 10 mil pixel upgrade added for an amount not to exceed \$17,000 was made by Mr. Henry; supported by Mr. Meadows.

Mr. DeKeyser answered all board member questions regarding the proposals received.

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

Financial Report

Director of Finance & Operations, Denise Kerrigan, updated the Board with information regarding the November 30, 2022 financial report.

SUPERINTENDENT’S REPORT

Superintendent DeKeyser shared the following:

- 1) Community Recreation update – Working on a RFP for a new pool filtration system, estimated cost is between fifty and seventy-five thousand dollars to upgrade and remove sand filtration system.
- 2) Facilities update –Lamont Services began to remove the dead and/or dying trees last week. Trees at the Main Street Campus are scheduled to be done over winter break.
- 3) Adams Outdoors removed the Electronic Road Sign from the Jennings Road Location. Working with them on a new contract.

Mrs. Schwennesen inquired if there is a board policy in place regarding the acceptance of funds or sponsorships from some of the local businesses. Mr. DeKeyser shared we have a policy that advertisements may not advocate illegal activities.

OTHER INFORMATION

The board acknowledged the items of other information.

ANNOUNCEMENTS

The next Regular Meeting of the Board will be the Organizational meeting held on Monday, January 23, 2023 at 7:00 p.m. in the High School Media Center.

CALL TO THE PUBLIC

None.

BOARD MEMBER REPORTS

Mrs. Kritzman announced the Education Foundation will host a Mom Prom fundraiser in February that will include an online auction.

Mrs. Schwennesen thanked the Board members for their support of the Northfield Human Services “Adopt a Family”.

CLOSED SESSION

Motion to adjourn into closed session meeting at 8:01 p.m. (with a 5 minute break) to discuss the superintendent’s evaluation was made by Mrs. Schwennesen; supported by Mr. Henry.

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

Call to Order

Open session called to order at 8:26 p.m. by President John Meadows.

Superintendent Evaluation

Motion to approve the Superintendent’s evaluation and effective rating was made by Mr. Henry; supported by Mr. Zolenski.

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

ADJOURNMENT

Motion to adjourn the Regular Meeting at 8:28 p.m. made by Mr. Henry; supported by Mrs. Schwennesen.

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:
December 31, 2022

<u>Payroll Transactions</u>	December 15, 2022	\$	284,638
	December 29, 2022	\$	308,420
		\$	<u>593,058</u>
<u>Accounts Payable Transactions</u>		\$	<u>613,799</u>

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

Revenue	Actual	Adopted Budget	Remaining Budget	% Used/Rec'd
Fund 11 - General Fund Revenue	\$3,295,299	\$12,824,068	\$9,528,769	25.70%
Fund 23 - Comm Rec Revenue	\$93,488	\$547,115	\$453,627	17.09%
Fund 25 - Food Service Revenue	\$156,416	\$474,850	\$318,434	32.94%

Expenditures	Actual	Adopted Budget	Remaining Budget	% Used/Rec'd
Fund 11 - General Fund Expenditure	\$5,639,876	\$12,816,312	\$7,176,436	44.01%
Fund 23 - Comm Rec Expenditure	\$140,231	\$330,400	\$190,169	42.44%
Fund 25 - Food Service Expenditure	\$201,137	\$474,300	\$273,163	42.41%

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

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Whitmore Lake Public Schools

8845 Main Street, Whitmore Lake, MI 48189

Tom DeKeyser
Superintendent

Denise Kerrigan
Director of Business & Ops

Jill Henry
Director of Instruction

Brad McCormack
Athletic Director

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January 19, 2023

Dear Michigan Medicine Office of Community Health Services,

On behalf of the Whitmore Lake Public Schools, it is my pleasure to voice my support for the proposed partnership between Northfield's Human Services, the University of Michigan School of Nursing, and Hamilton Community Health Network. This collaboration would meaningfully improve the social determinants of health for our young people, and our school district would be an eager collaborator in the work.

If funded, this proposal would expand access to health screenings, health promotion, and healthcare services for young people in the community. Additionally, the proposal would create an innovative intergenerational space for young people to find support and belonging.

I am hopeful you will give this proposal your highest consideration for funding. Our community would benefit substantially from these health offerings.

Sincerely,

Tom DeKeyser
Superintendent



734.449.4464



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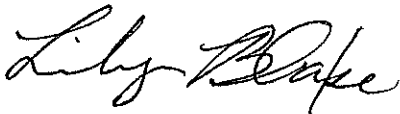
December 19, 2022

Dear Heidi Roy-Borland and Melissa Heuker,

Please accept this as my formal resignation from Whitmore Lake Elementary School. My last day will be December 22, 2022. I am grateful for all of the valuable lessons and experiences I have gained from my time here. It has been a sincere pleasure being a part of the Trojan family.

Please let me know how I can help during this transition and make it as smooth as possible. I wish you all the best.

Thank you,

A handwritten signature in cursive script that reads "Lily Blake". The signature is written in black ink and is positioned above the printed name.

Lily Blake

Dear Tom and John,

Please accept this as my formal notice of resignation from WLCR. My last day will be December 30th, 2022.

I appreciate your support during my tenure here, and I take with me the valuable experiences I have gained over the last few months. It has been a pleasure working with you both and the aquatics staff.

Please let me know how I can help during this transition period. I wish all the WLCR staff the best.

Best regards,

Stephanie Heller

January 13, 2022

Tom,

This letter is to formally give you notice that I will be resigning from my position at Whitmore Lake Public Schools effective in two weeks. My last day of work will be Friday, January 27th.

I have had nothing but a positive experience with the people I have worked with and have gotten to know. There is nothing I would change during my time at Whitmore Lake Public Schools, but this decision to take another job is in the best interest of myself and my family.

I hope to stay in touch with you as the years go on. I wish you the best in the coming years.

Best,

John Holt