



**BOARD OF EDUCATION
REGULAR MEETING**
February 6, 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.*

REGULAR MEETING AGENDA Monday, February 6, 2023 – 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

“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

Kimberlee Venture will present the student council report.

CONSENT ITEMS

Approval of minutes from the January 23, 2023 Board of Education Regular Organizational/Regular Meeting. **(Attachment 1)**

Approve fund transfer of \$511,244 in payments from Accounts Payable as per attachment 2; further, to approve the transfer of \$523,828 from Accounts Payable to cover the payrolls of January 13, 2023 and January 31, 2023. **(Attachment 2)**

NEW BUSINESS

Overnight Trip Proposal

Motion to approve the 5th and 6th grade overnight camp on May 23, 2023 to the Howell Nature Center submitted by Elementary School Teachers Sarah Roberts and Kara Weinstein. Approval is recommended. **(Attachment 3)**

Operating Millage Proposal and Resolution – option 1

Motion to approve the resolution authorizing the submission of the Operating Millage Proposal for 2023-2026 Headlee restoration purposes as prepared by Thrun Law Firm. **(Attachment 4) A roll call vote will be required.**

Operating Millage Proposal and Resolution – option 2

Motion to approve the resolution authorizing the submission of the Operating Millage Proposal for a 10 year, 2023-2032, with a hedge, or tax erosion mitigation, of 3.0 mills as prepared by Thrun Law Firm. **(Attachment 5) A roll call vote will be required.**

Financial Report

Attachment 6 contains the Budget Performance Report for January 31, 2023. Director of Finance & Operation, Denise Kerrigan will update the Board with information regarding the financial report.

SUPERINTENDENT'S REPORT

OTHER INFORMATION

ANNOUNCEMENTS

The next Regular Meeting of the Board will be held on Monday, March 20, 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
Organizational/Regular Meeting Minutes
January 23, 2023 – High School Media Center – 7:00 p.m.**

MEMBERS PRESENT

Michelle Kritzman (*President*), Frank Zolenski (*Vice President*), John Meadows (*Treasurer*), Lisa McCully (*Secretary*), Lee Cole (*Trustee*), Bob Henry (*Trustee*), and Laura Schwennesen (*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 7:05 p.m. by Trustee 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

ELECTION OF OFFICERS

Trustee Meadows, called for nominations for the position of President for the 2023 calendar year.

Mrs. Schwennesen nominated Michelle Kritzman for President of the Board; Mr. Meadows then inquired if there were any additional nominations for President.

Motion to close nominations and cast a vote for the nomination of Michelle Kritzman as President of the Board through December 2023 was made by Mr. Cole; supported by Mr. Zolenski

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

Mrs. Kritzman accepted the position as President of the Board and called for nominations for Vice President, Secretary, and Treasurer of the Board.

Motion to close nominations and nominate Frank Zolenski as Vice President of the Board through December 2023 was made by Mrs. Schwennesen; supported by Mr. Henry.

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

Motion to close nominations and nominate Lisa McCully as Secretary of the Board through December 2023 was made by Mr. Zolenski; supported by Mr. Cole.

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

Motion to close nominations and nominate John Meadows as Treasurer of the Board through December 2023 was made by Mr. Henry; supported by Mrs. Schwennesen.

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

SPECIAL PRESENTATION

In recognition of Board Appreciation Month, each building and many student organizations presented board members with gifts and tokens of appreciation.

STUDENT COUNCIL

Student Council Representative, Kimberlee Ventura shared the theme for Snowcoming this year is “Northern Lights”. She also updated members with some of the festivities planned, which begin February 6, 2023.

CONSENT ITEMS

Motion to approve the minutes from the December 12, 2022 Board of Education Regular Meeting and the December 12, 2022 closed sessions was made by Mr. Henry; supported by Mr. Cole.

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

Motion to approve fund transfer of \$613,799 in payments from Accounts Payable; further to approve the transfer of \$593,058 from Accounts Payable to cover the payrolls of December 15, 2022, and December 29, 2022 was made by Mr. Henry; supported by Mr. Cole

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

NEW BUSINESS

School of Choice

Motion to approve Whitmore Lake Public Schools as a School of Choice district for the 2023-2024 school year with unlimited enrollment in all grades and programs for the first semester, and a limited enrollment in grades K-6 and an unlimited enrollment in grades 7-12 for the second semester pursuant to Sections 105 and 105 (c) of the State School Aid Act made by Mr. Meadows; supported by Mrs. Kritzman.

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

Financial Report

Director of Finance & Operations, Denise Kerrigan, updated the Board with information regarding the December 31, 2022 financial report. She then answered all board member questions regarding Food Service.

SUPERINTENDENT'S REPORT

Community Health Partnership

Superintendent DeKeyser shared the following:

Expressed support in a partnership with a health equity team to develop more health opportunities for students and local residents. He also shared some unique opportunities for the district.

Emotional Support Dogs

The Elementary building was offered an opportunity to work with a local dog trainer in the training of therapy dogs. Mr. DeKeyser then answered all Board member questions and gave his support for this opportunity.

Operating Millage

Began a discussion with Board members and reviewed the impact and loss of potential revenue for the general fund. Board members requested to prepare a resolution to put the millage back in front of voters in May and noted that the tax levy rate applies only non-homestead property.

Board members requested to change the February 13, 2023 meeting to February 6, 2023 to meet deadline requirements.

OTHER INFORMATION

The Board acknowledged the items of other information.

ANNOUNCEMENTS

The next Regular Meeting of the Board of Education will be held on Monday, February 6, 2023 at 7:00 p.m. in the High School Media Center.

The regular meeting of the Board of Education scheduled to be held on February 13, 2023 is cancelled.

CALL TO THE PUBLIC

None

BOARD MEMBER REPORTS

Mrs. Schwennesen thanked everyone on behalf of the Board for all the gifts and thinking of them all.

Mrs. Kritzman announced the Education Foundation online auction, which is part of the Mom Prom fundraiser, will open Friday, February 27th and has over fifty items to bid on.

ADJOURNMENT

Motion to adjourn the Regular Meeting at 8:21 p.m. made by Mrs. Kritzman; supported by Mr. Cole.

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:
January 31, 2023

<u>Payroll Transactions</u>	January 13, 2023	\$ 257,755
	January 31, 2023	\$ 266,073
		<u>\$ 523,828</u>
 <u>Accounts Payable Transactions</u>		 <u>\$ 511,244</u>

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PROPOSAL FOR OVERNIGHT/EXTENDED STUDENT TRIPS

Type of Trip: Overnight 5th & 6th Grade Camp

Proposed Departure Date: May 23, 2023

Proposer: Sarah Roberts & Kara Weinstein

Position: 5th & 6th grade teachers

Date by which response is needed: March 23, 2023

Proposal Date: 1/20/2023

A. Purpose

1. What is the major place to be visited or event to be attended?

Howell Nature Center

2. How is the trip related to the educational program of the District?

Activities from camp relate to core subject areas, build community, and foster positive relationships among students.

3. In what ways will the students benefit?

Students will deepen their understanding of Michigan and Native American history, animal kingdoms, and ecosystems. The team-building activities foster community and responsibility.

4. In what ways will the District benefit?

Additional opportunities for learning outside of the classroom and with outside experts enhances the learning experience for WLPS student.

5. How will the trip be evaluated to determine the extent to which these benefits were realized?

Post survey of students and staff discussion of the experience.

B. Students and Staff

1. Which students, (grade, class, or organization), will be going?

All 5th and 6th grade students

2. How many students in total?

101 students

3. How many students are currently experiencing academic problems?

36 students

4. Which staff member(s) will be in charge?

Sarah Roberts

5. What previous experience has the staff member had in conducting overnight or extended field trips?

5th and 6th-grade camp in 2019

Chaperoned 12 overnight camps with middle school youth group

6. What other staff members will be going?

**Kara Weinstein, Katie Woods, Kelsey Munn, Patti Kobeck,
and David Chapman**

7. How many chaperones, in addition to staff members, will be going?

12 chaperones

8. What are their names and affiliations with the students?

Unknown at this time, parents of students.

9. How many school days will be missed?

2 days-May 23 & May 24, 2023

10. How will teachers be advised in advance that the students will be out of school?

All specials staff will be informed.

All other content teachers will be on the trip.

C. School Work

1. How will missed work be made up?

Camp will replace all assignments during the two days.

2. What special assistance will be provided to students with academic problems?

See above - No assignments will take place.

D. Itinerary

1. What is the destination?
Howell Nature Center
2. What will be the mode of transportation? What liability insurance does the carrier have?

Whitmore Lake Public Schools buses will transport students.

3. Where will the group be housed and fed?

We will stay on-site in cabins. Students will bring lunch on 5/23. All other meals are provided by Howell Nature Center.

4. What enroute or supplementary activities are planned?

Native American drumming, pond study, survival shelter building and fire building, night hike, canoeing, and zipline.

5. What arrangements have been made for dealing with emergency situations?

**WLPS emergency kit and student emergency cards will be brought to Howell Nature Center.
Howell Nature Center has emergency plans in place.**

6. If tour guides are involved, what liability insurance do they carry?

N/A

E. Finances

1. What is the estimated total cost and cost per student

**\$11,944 total cost
\$120 per student**

2. What is the source of funds?

Students are responsible for funds. Students can raise money with candy bar sales. Group fundraising (snack and water sales) at a few school events as well.

3. How will the funds be collected and safeguarded?

Funds will be collected at school and all deposits are turned into the camp activity account. Sarah Roberts will collect all funds. Kara Weinstein will double-count all collections.

4. How will any shortfall be made up or excess funds used?

**Extra candy sales and donations will cover shortfalls.
Excess money buys snacks for camp.**

5. What provision has been made for students who are financially unable to pay any necessary costs?

Candy sales, staff jeans day scholarship fundraiser, Kiwanis scholarship, WLPS Transportation scholarship, and parent donations.

F. **Communications**

1. How will you communicate to parents prior to, during, and after the trip?

**Emails and letters home will be sent out.
An informational parent meeting will be held in February.**

2. List telephone numbers at destination and where the group will be housed.

**Howell Nature Center
1005 Triangle Lake Rd
Howell, MI 48843
517-546-0249**

3. What information will be provided to the media and the community?

Pictures of students participating in camp activities will be shared by grade-level teachers and with district social media.

Sarah Roberts
Signature of Requestor

1/23/23
Date

Kara Weinstein
Signature of Requestor

1/23/23
Date

Approved:

Hidi Ryboland
Principal

1/23/23
Date

Jan Dely
Superintendent

1/23/23
Date

Board of Education

Date

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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 High School Media Center, within the boundaries of the District, on the 6th day of February, 2023, at 7 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. This Board intends to submit a proposition at a special election to be held on Tuesday, May 2, 2023.

2. On or before 4:00 p.m. on Tuesday, February 7, 2023, 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. A special election of the school electors of the District be called and held on Tuesday, May 2, 2023.

2. The proposition to be voted on at the special 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, February 7, 2023.

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.

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).

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 1.5514 mills (\$1.5514 on each \$1,000 of taxable valuation) for a period of 4 years, 2023 to 2026, 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 2023 is approximately \$43,052 (this millage is to restore millage lost as a result of the reduction required by the Michigan Constitution of 1963 and will be levied only to the extent necessary to restore that reduction)?

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
1.5514 MILLS FOR 4 YEARS
FOR HEADLEE RESTORATION PURPOSES, IF NECESSARY

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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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 High School Media Center, within the boundaries of the District, on the 6th day of February, 2023, at 7 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. This Board intends to submit a proposition at a special election to be held on Tuesday, May 2, 2023.

2. On or before 4:00 p.m. on Tuesday, February 7, 2023, 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. A special election of the school electors of the District be called and held on Tuesday, May 2, 2023.

2. The proposition to be voted on at the special 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, February 7, 2023.

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.

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).

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, 2023 to 2032, 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 2023 is approximately \$43,052 (this will replace existing millage and also adds additional millage that will be levied only to the extent necessary to restore millage lost as a result of the reduction required by the Michigan Constitution of 1963)?

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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**Whitmore Lake Public Schools
Budget Performance Reports
January 31, 2023**

Revenue	Actual	Adopted Budget	Remaining Budget	% Used/Rec'd
Fund 11 - General Fund Revenue	\$4,746,608	\$12,824,068	\$8,077,460	37.01%
Fund 23 - Comm Rec Revenue	\$244,201	\$547,115	\$302,914	44.63%
Fund 25 - Food Service Revenue	\$180,015	\$474,850	\$294,835	37.91%

Expenditures	Actual	Adopted Budget	Remaining Budget	% Used/Rec'd
Fund 11 - General Fund Expenditure	\$6,854,224	\$12,816,312	\$5,962,088	53.48%
Fund 23 - Comm Rec Expenditure	\$156,567	\$330,400	\$173,833	47.39%
Fund 25 - Food Service Expenditure	\$227,727	\$474,300	\$246,573	48.01%

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