



**BOARD OF EDUCATION
REGULAR MEETING**

Monday, October 23, 2023 — 7:00 p.m.

Whitmore Lake Main Street Campus

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, October 23, 2023 – 7:00 p.m.**

**Whitmore Lake Main Street Campus Media Center
8877 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

Joel Korson from Maner Costerisan CPA firm will present the audit report.

SPECIAL PRESENTATION

Brendon Pollard from Kingscott Associates and Becky Timberlake from Clark Construction Company will present a preliminary work list and timeline expectations for a bond proposal with the Board.

STUDENT COUNCIL

Natalie Meadows will present the student council report.

COMMITTEE REPORTS

CONSENT ITEMS

Approval of minutes from the September 18, 2023 Board of Education Regular Meeting. **(Attachment 1)**

Approve fund transfer of \$612,607 in payments from Accounts Payable as per attachment 2; further, to approve the transfer of \$621,471 from Accounts Payable to cover the payrolls of September 15, 2023 and September 29, 2023. **(Attachment 2)**

NEW BUSINESS

Altria Litigation Resolution

Motion to approve the resolution to accept the settlement amount and settle the lawsuit against, the final Defendants, Altria and to authorize the Superintendent to sign settlement documents pertaining to the Altria Defendants on behalf of the District and to take such other action as necessary as prepared by Thrun Law Firm. **(Attachment 3) A roll call vote will be required.**

*Approval of Theater Bleacher
Replacement RFP*

Motion to award the bid for the Theater Bleacher Replacement Project to Interkal, LLC for an amount not to exceed \$353,193. Approval is recommended (**Attachment 4**)

Adams Outdoors Proposal

Motion to approve the Superintendent to engage in contract negotiations with Adams Outdoors for an easement.

SUPERINTENDENT'S REPORT

OTHER INFORMATION

Personnel

Elementary Paraprofessional, LouCinda Atkins has submitted her letter of retirement. She will retire on September 30, 2023.

Kids Club Child Care Worker, Tiffany Ventura has submitted her letter of resignation with an effective date of September 30, 2023.

LaNanda Cook has accepted a position transfer from ECC Head Start Assistant Teacher to Tuition Preschool and Kids Club Child Care Worker, and Michele Johns has accepted a position transfer from GLTW Montessori Infant Assistant to ECC Head Start Assistant Teacher. These transfers have a start date of October 2nd and October 10th, respectively.

Elizabeth McCullum has accepted the full time position as Montessori Preschool Toddler Teacher Assistant with a start date of October 09, 2023, and Marcela Geddes has accepted the full time position as Montessori Infant Assistant with a start date of October 10, 2023.

Grace Spencer has accepted the full time position as Elementary Paraprofessional with a start date of October 9, 2023. This position has an hourly pay rate of \$17.50 (Step 3 of the WLPA).

Kara Laitila has accepted the full time position as Elementary Title 1 Paraprofessional with a start date of October 23, 2023. This position has an hourly pay rate of \$17.00 (Step 1 of the WLPA).

ANNOUNCEMENTS

The next Regular Meeting of the Board will be held on Monday, November 13, 2023 at 7:00 p.m. in the High School Barb Huang Library.

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.

1



Whitmore Lake Public Schools

BOARD OF EDUCATION

Regular Meeting Minutes

September 18, 2023 – High School Barb Huang Library – 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, Student Services Director, Melissa Heuker, and Communications and Human Resources Director, Maria Carter-Ewald.

OTHERS PRESENT

Staff, parents, and members of the community

CALL TO ORDER

At 7:00 p.m. by President Michelle Kritzman.

APPROVAL OF AGENDA

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

Ayes – 7; Nays – 0, motion carried

CALL TO THE PUBLIC

Community member, Jon Gura expressed his skepticism with accountability & transparency from the Board of Education regarding a timeline of accomplishments with the 2019 tax millage for the Community Recreation facilities. He also shared his disappointment with the number of days the pool is available for open swim and not having outdoor lighting around the basketball court at the elementary school.

STUDENT COUNCIL

Student Council President, Natalie Meadows shared they are finalizing plans for the homecoming festivities held on October 6th & 7th. She also shared the theme for float building this year will be Y2K.

COMMITTEE REPORTS

Mrs. Schwennesen reported the Executive Committee met on September 12, 2023. Topics of discussion included administration contracts, board policies from the August 18th first reading, process fundraising requests with an electronic approval system, Adams Billboard contract, and bond dates in order of procedures.

Mr. Henry inquired if any issues were discovered by the committee regarding the policies listed on the agenda this evening for a second reading. Mrs. Schwennesen answered no.

Mr. Meadows reported the Finance Committee met earlier this evening. He shared that they discussed the lease of a new bus and the need to replace other buses over time. Other topics included the Adams Billboard contract, budget update, administration contracts, theater seating repair, and EPIC MRA survey. He also shared that Food Service was opened this week at the Main Street Campus.

CONSENT ITEMS

Motion to approve the minutes from the August 21, 2023 Board of Education Regular Meeting was made by Mr. Henry; supported by Mrs. Schwennesen

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

Motion to approve fund transfer of \$774,730 in payments from Accounts Payable and \$507,345 transfer to Sinking Fund; further to approve the transfer of \$495,323 from Accounts Payable to cover the payrolls of August 15, 2023, and August 31, 2023 was made by Mr. Henry; supported by Mrs. Schwennesen

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

OLD BUSINESS

Board Policies

Superintendent DeKeyser presented the policies and administrative regulations change options and updates to 2001 – Admission and Enrollment, 2002-AR – Learning and Achievement, 2007 – Health and Safety, 3002-AR – Parental Involvement, 3003 – Instruction, 4002 & 4002-AR – Employment Considerations, 4004 - Evaluations,

Discipline and Discharge, Resignations, 4005 – Other Matters of Employment, 5003 – Purchasing, 5006 – Risk management, 5013 – Use of Electronic Signatures, 6002 & 6002-AR – Safety and Security, 7007-AR – District Support Organizations, 7010 – School Visitors, 7011 – Engagement with Outside Organizations, 8002 & 8002-AR – Americans with Disabilities Act (ADA), Section 504 of the Rehabilitation Act of 1973 (Section 504), 8007 & 8007-AR – Discrimination and Harassment, and 8009 – Digital Communications for a second reading. He also shared that no changes have been made since the first reading.

Motion to approve the Miller Johnson policies and administrative regulations as presented was made by Mrs. Schwennesen; supported by Mr. Henry.
Ayes – 7; Nays – 0, motion carried 7 – 0

NEW BUSINESS

Social Media Litigation

Motion to approve the resolution to authorize and direct the Superintendent to sign the Attorney-Client Fee Contract on behalf of the School District, and to take such other action as necessary to obtain monetary damages and injunctive relief for the School in the lawsuit represented by Frantz Law Group, APLC was made by Mrs. Kritzman; supported by Mr. Henry.

Superintendent DeKeyser shared information outlined in the resolution to join a nationwide class action lawsuit against Facebook, Instagram, Snapchat, Tik-Tok, and other social media platforms regarding their marketing and the negative impact it causes on students. He then answered all board member questions.

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

WEOC Agreement Resolution

Motion to approve the amended and restated Washtenaw Educational Options Consortium Agreement and authorize execution was made by Mrs. Kritzman; supported by Mrs. Schwennesen.

Superintendent DeKeyser shared that the WEOC (Washtenaw Educational Options Consortium) governs the Early College Alliance (ECA), Washtenaw International High School and Middle Academy, and the Washtenaw Alliance for Virtual Education (WAVE) alternative education programs. Mr. DeKeyser also shared that WLPS has been a member since the beginning in 2014 and gave a brief summary of the amended agreement with the Board. He then answered all Board member questions.

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

Bus Purchase

Motion to approve the lease purchase for one new school bus through Midwest Transit Equipment, Inc. was made by Mr. Meadows; supported by Mrs. Schwennesen.

Mrs. Schwennesen inquired about the term length and purchase price. Mr. Cole inquired how many miles do buses typically have. Mrs. Kerrigan shared payments will be \$27,860 for five years. She also shared that typically districts turn over buses around 100,000 miles however WLPS buses average 200,000 miles.

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

SUPERINTENDENT’S REPORT

Superintendent DeKeyser shared the following;

- 1) Recognized and thanked, Recreation and Aquatics Director, Ann Kehn and Community Recreation Coordinator, Kevin LaMont, for doing a great job. He also shared that Ann Kehn has been working with a timeline on creating a facility plan, to include programs and pricing and will update Board Committees.
- 2) Shout out to Transportation Supervisor and Mechanic, Steve Wolk, who earned WLPS another 100% bus rating inspection from the Michigan State Police.

- 3) The Whitmore Lake Health Equity Committees goal was to bring a health clinic into Whitmore Lake to help local residents avoid 25 minutes of travel or more for care. Northfield's Human Services, U of M School of Nursing, and Hamilton Community Health are making it possible in early 2024 with the opening of Whitmore Lake Health Center.
- 4) The October 23, 2023 BOE meeting location may change to the Main Street Campus Library, if the Robotics Team is available for a presentation.

OTHER INFORMATION

Personnel

The Board acknowledged the resignations of Rebecca Calahan and Lindsey Gonchoroff, and the hiring of Alaina Carson, Libby Militello, Mariana (Daniela) Labra, and Olivia Heugh.

ANNOUNCEMENTS

The next Regular Meeting of the Board of Education will be held on Monday, October 23, 2023 at 7:00 p.m. in the High School Barb Huang Library, unless the location is changed to the Main Street Campus. Notice will be given.

CALL TO THE PUBLIC

None

BOARD MEMBER REPORTS

Mr. Cole and Mrs. Schwennesen thanked Recreation and Aquatics Director, Ann Kehn and Community Recreation Coordinator, Kevin LaMont for their hard work, and the passion and dedication they bring to the community. Mr. Cole also announced that construction for the Northfield Township Park began today.

Mrs. Schwennesen inquired if Board members would like to participate in the Northfield Human Services Adopt-a-Family again this year to let her know.

Mrs. Kritzman announced November 6th is the last day the Education Foundation will accept Grant proposals from WLPS employees. She also announced that tickets for the Mom Prom fundraiser will go on sale on November 1st and a Euchre Tournament fundraiser is scheduled for November 11, 2023.

ADJOURNMENT

Motion to adjourn the Regular Meeting at 7:39 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

2

**Whitmore Lake Public Schools
Business Office Transactions**

For the Month Ending:
September 30, 2023

<u>Payroll Transactions</u>	September 15, 2023	\$	306,146
	September 29, 2023	\$	315,325
		\$	<u>621,471</u>
<u>Accounts Payable Transactions</u>		\$	<u>612,607</u>

3

**WHITMORE LAKE PUBLIC SCHOOLS
BOARD OF EDUCATION RESOLUTION**

A regular meeting of the Whitmore Lake Public Schools (“District”) Board of Education (the “Board”) was held on the 23rd day of October, 2023 at the following time: 7:00 p.m. (the “Meeting”).

The meeting was called to order by _____, President

Present:

Absent:

The following preamble and resolution were offered by Member _____ and supported by Member _____.

WHEREAS:

1. The District is a plaintiff in a lawsuit against Altria Group, Inc. (“Altria”) and other vaping product defendants, specifically Case No. 3:19-md-2913-WHO in the United States District Court for the Northern District of California (“Lawsuit”).

2. Certain Lawsuit defendants established a court-supervised settlement program to resolve the Lawsuit against them (“Settlement Program”), specifically Altria and Altria-related parties, as identified in the Settlement Program.

3. The District previously accepted a settlement in the Lawsuit pertaining to JUUL Labs, Inc. (“Juul”) and Juul-related parties.

4. Pursuant to the Settlement Program, the District may accept the gross settlement amount reflected in settlement documents received by the District (“Settlement Amount”), including in exchange for the District releasing its claims against Altria and Altria-related parties (the “Altria Defendants”).

5. The Altria Defendants are the last defendants remaining in the Lawsuit.

6. If the District fails to accept the Settlement Amount and to sign settlement documents, its claims against the Altria Defendants will continue, which may result in the District expending significant time and costs pursuing its claims, and which may result in no recovery from the Altria Defendants.

7. The Board believes that it is in the District’s best interests to accept the Settlement Amount and to authorize and direct the District Superintendent or designee to sign settlement documents pertaining to the Altria Defendants on behalf of the District and to take such other action as necessary to obtain the Settlement Amount and to settle the Lawsuit against the Altria Defendants, subject to review and approval by the District’s legal counsel.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Board accepts the Settlement Amount.

2. The Board authorizes and directs the District Superintendent or designee to sign Lawsuit settlement documents pertaining to the Altria Defendants on behalf of the District and to take such other action as necessary to obtain the Settlement Amount and to settle the Lawsuit against the Altria Defendants, subject to review and approval by the District's legal counsel.

3. The Board waives any applicable Board Policies and Bylaws for purposes of this settlement.

4. All resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded.

Ayes:

Nays:

Absent:

Motion Passed:

Board Secretary

The undersigned duly qualified and acting District Board Secretary 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).

Board Secretary

Date: _____

4

Kingscott Associates, Inc.
Architects/Engineers
Kalamazoo, Michigan

Cafetorium Bleacher Replacement
Whitmore Lake Public Schools
Whitmore Lake, Michigan

BID FORM

Owner:

Whitmore Lake Public Schools
8845 Main Street
Whitmore Lake, MI 48189

The undersigned, having carefully examined the Notice to Bidders, Instruction to Bidders, the premise and conditions affecting this work, together with drawings and specifications for the **Cafetorium Bleacher Replacement Project** and other documents related thereto, does hereby propose to furnish labor, materials, services and equipment necessary to complete all work, called for by and in accordance with the drawings and specifications for same, issued for bidding and dated September 26, 2023 including addenda numbered 1, 09/14/2023

TIME OF COMPLETION

The undersigned agrees to start work upon receipt of the Contract and shall achieve Final Completion by 03/31/2024. Installations are to happen between 03/01/24 and 03/31/24. (Note: Contract will be issued after a meeting (regular or special) of the Whitmore Lake Public School Board).

EXCEPTIONS AND/OR SUBSTITUTIONS

We have submitted our proposal(s) complete as specified and in accordance with the Construction Documents WITH/WITHOUT (circle one) exceptions or substitutions. (Explain the exceptions or substitutions below).

NO EXCEPTIONS

BASE BID for Cafetorium Bleacher Replacement:

312,399.00 Three Hundred TWELVE THOUSAND, Three Hundred NINETY NINE DOLLARS

ALTERNATE BID for alternative seating type:

(ADD) or (DEDUCT) of

NA

* NOTE: SEE UNIT PRICE AND ALTERNATE PAGE INCLUDED *

ACCEPTANCE:

The undersigned agree(s) to accept a contract for the work covered by this proposal, in accordance with the contract and bidding documents.

The Owner reserves the right to accept or reject any and all proposals or parts of the same.

BIDDER STATUS:

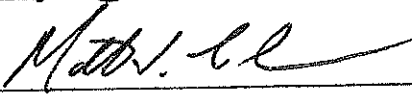
(Check One) _____ _____ Limit Liability Company
_____ Individual _____ Partnership _____ Corporation

Submitted By: Interkal, LLC
Company _____

Address 5981 East Cork Street
Kalamazoo

Telephone/Fax Michigan 49048

Email rhoyle@interkal.com

Signature/Date 

Print Name/Title Matthew J. LaLonde, President

SCHEDULE

The proposed schedule may be a deciding factor in the selection of the successful bidder. Please indicate the proposed schedule as follows:

Proposed Material Delivery Date: 03/01/2023

Proposed Installation Start Date: 03/01/2023

Proposed Completion Date: 03/25/2023

SUBCONTRACTORS

Provide a list of subcontractors included in this bid:

Install & Demo connector TBD.



Randy Hoyle
Michigan Direct Sales
5981 East Cork Street
Kalamazoo, MI 49048
989-486-1788 Voice
989-488-7797 Mobile
989-486-1788 Fax
rhoyle@interkal.com

09/26/2023

Alternate and Unit Price Page

Cafetorium Bleacher Replacement, Whitmore Lake Public Schools

Schedule of Unit Pricing

- A. Unit Price No. 1: Upholstery on Seat and Back \$97.50 ea.
- B. Unit Price No. 2: Upholstery on Seat Only \$48.75 ea.

Schedule of Alternates

Alternate A-1: Eliminate last 3 rows of seating and platforms, provide vertical back rail. Deduct \$51,234.00 from base bid or \$261,165.00 Total.

Alternate A-2: Eliminate last 4 rows of seating and platforms, provide vertical back rail. Deduct \$67,790.00 from base bid or \$244,609.00 Total.

Alternate A-3: Eliminate last 5 rows of seating and platforms, provide vertical back rail. Deduct \$83,098.00 from base bid or \$229,301.00 Total.

Alternate A-4: Upholstery on seat only, deduct \$21,548.00 from base bid or \$290,851.00.

Alternate A-5: Provide LED aisle lights for base bid, Add + \$17,348.00.

Alternate A-6: Provide carpeted deck in lieu of Poly deck Add + \$23,446.00.

Thank you, 
Randy Hoyle – InterKal Spectator Seating
989-488-7797 Mobile