



**BOARD OF EDUCATION
REGULAR MEETING**

Monday, December 11, 2023 — 7:00 p.m.

Whitmore Lake High School

Barb Huang Library



WHITMORE LAKE PUBLIC SCHOOLS BOARD OF EDUCATION

Mission Statement

*Partnering with students, parents, and the community to
provide exceptional, personalized education.*

REGULAR MEETING

Monday, December 11, 2023 – 7:00 p.m.

Whitmore Lake High School Barb Huang Library
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

Natalie Meadows will present the student council report.

COMMITTEE REPORTS

CONSENT ITEMS

Approval of minutes from the November 13, 2023 Board of Education Regular Meeting. (**Attachment 1**)

Approve fund transfer of \$461,507 in payments from Accounts Payable as per attachment 2; further, to approve the transfer of \$637,682 from Accounts Payable to cover the payrolls of November 15, 2023 and November 30, 2023.
(**Attachment 2**)

NEW BUSINESS

Financial Report

Attachment 3 contains the Budget Performance Report for November 30, 2023. Director of Finance & Operations, Denise Kerrigan will update the Board with information regarding the financial report.

SUPERINTENDENT’S REPORT

OTHER INFORMATION

Personnel

Yvette Wernick has accepted the full-time position as Custodian for the Main Street Campus with a start date of November 21, 2023. This position has an hourly pay rate of \$17.00

ANNOUNCEMENTS

The next Regular Meeting of the Board will be the Organizational meeting held on Monday, January 15, 2024 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

CLOSED SESSION

The Board will adjourn to go into closed session for the Superintendent's evaluation.
Roll Call vote is required.

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

November 13, 2023 – High School Barb Huang Library – 7:00 p.m.

MEMBERS PRESENT

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

MEMBERS ABSENT

Frank Zolenski (*Vice President*)

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, Community Recreation & Aquatics Director, Ann Kehn, and Athletic Director, Brad McCormack

OTHERS PRESENT

Staff, parents, and members of the community

CALL TO ORDER

At 7:01 p.m. by President Michelle Kritzman.

APPROVAL OF AGENDA

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

Ayes – 6; Nays – 0, motion carried

CALL TO THE PUBLIC

None

STUDENT COUNCIL

Student Council President, Natalie Meadows was unable to attend however; she sent an update with Mr. Meadows to share. He read, the students had a lot of fun and worked hard helping community members during the Annual Rake N' Run held last week.

COMMITTEE REPORTS

Mr. Meadows reported that the Finance Committee met earlier this evening. Topics of discussion included food service, a grant for busing, purchase of a van for special education, hiring additional paraprofessionals, and a bond

Mrs. Schwennesen inquired about the purchase of a van for special education and a breakdown of building needs for a bond. Mr. DeKeyser shared the transportation grant along with funding from the county will cover the cost of the van. He also updated the Board on information received from the facility management team's assessment of each building. He shared that the building maintenance updates to include rooftop repair, HVAC repair, sidewalks, parking lot repairs, etc. are approximately thirty million dollars. We are also looking at a modernization of the Elementary School to include updated security of the entryway, windows and classrooms at an estimated fifteen million and the Main Street Campus and Middle/High School updates and repairs would be an additional six million.

CONSENT ITEMS

Motion to approve the minutes from the October 23, 2023 Board of Education Regular Meeting was made by Mrs. Schwennesen; supported by Mr. Henry.

Ayes – 6; Nays – 0, motion carried 6 – 0

Motion to approve fund transfer of \$469,073 in payments from Accounts Payable and \$507,345 transfer to Sinking Fund; further to approve the transfer of \$629,747 from Accounts Payable to cover the payrolls of October 13, 2023, and October 31, 2023 was made by Mrs. Schwennesen; supported by Mr. Henry

Ayes – 6; Nays – 0, motion carried 6 – 0

NEW BUSINESS

2024 Schedule of Meetings

Motion to approve the proposed 2024 Board of Education schedule of meetings as presented was made by Mrs. Kritzman; supported by Mr. Henry.

Ayes – 6; Nays – 0, motion carried 6 – 0

Director of Finance & Operations, Denise Kerrigan, updated the Board with information regarding the October 31, 2023 financial report. She then answered all board member questions.

SUPERINTENDENT'S REPORT

Community Recreation

Community Recreation and Aquatics Director, Ann Kehn shared her list of goals and accomplishments, over the last eight months, in Community Recreation with the Board. She then updated the Board on new programs being added, staffing, the accomplishments of the Swim & Dive Teams, the purchase of bleachers to add additional seating, during swim meets and other events, and the pool inspection & preventative maintenance costs. She also shared information and the inspection update on the recent discovery of a pool leak.

Athletics

Athletic Director, Brad McCormack shared the 2023 fall sports season highlights and team accomplishments. He also announced the Girls Cross Country team broke multiple school records, and are MIAC Champions, Regional Champions and D4 State Champions this fall. Mr. McCormack then shared that the winter sports have begun and answered all other Board member quest

Superintendent DeKeyser shared the following;

- 1) Theater bleacher contract – almost complete, discussing start dates, expect to sign by early next week.
- 2) Energy Bond – researching the idea of an energy bond, to replace older equipment with higher energy efficient equipment, i.e. lighting, heating/cooling units at the MS/HS. The savings in energy pays toward the new equipment. An Energy Bond would require Board approval. There is a possibility of a presentation from the company at the December meeting.

OTHER INFORMATION

Personnel

The Board acknowledged the retirement plans for High School Special Education Teacher, Blake Groenhout on June 30, 2023, and the hiring of Robin Armstrong at the Montessori Preschool & Daycare, and Mark Stewart as an Assistant Wrestling Coach.

ANNOUNCEMENTS

The next Regular Meeting of the Board of Education will be held on Monday, December 11, 2023 at 7:00 p.m. in the High School Barb Huang Library.

CALL TO THE PUBLIC

None

BOARD MEMBER REPORTS

Mrs. Schwennesen reminded Board members she is collecting their donations for the Northfield Human Services Adopt-a Family this year.

Mrs. Kritzman announced the MASB Legislative Breakfasts are scheduled for January 22, 2024, and May 20, 2024. She also announced the WISD plans to have a special education millage renewal ballot at the November 2024 election.

ADJOURNMENT

Motion to adjourn the Regular Meeting at 8:13 p.m. made by Mr. Henry; supported by Mrs. Schwennesen.

Ayes - 6; Nays - 0, motion carried 6 - 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:
November 30, 2023

<u>Payroll Transactions</u>	November 15, 2023	\$ 324,371
	November 30, 2023	\$ 313,311
		<u>\$ 637,682</u>
 <u>Accounts Payable Transactions</u>		 <u>\$ 461,507</u>

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**Whitmore Lake Public Schools
Budget Performance Reports
November 30, 2023**

Revenue	Actual	Adopted Budget	Remaining Budget	% Used/Rec'd
Fund 11 - General Fund Revenue	\$2,415,611	\$14,390,733	\$11,975,122	16.79%
Fund 23 - Comm Rec Revenue	\$81,101	\$569,000	\$487,899	14.25%
Fund 25 - Food Service Revenue	\$197,006	\$407,500	\$210,494	48.35%

Expenditures	Actual	Adopted Budget	Remaining Budget	% Used/Rec'd
Fund 11 - General Fund Expenditure	\$5,192,953	\$14,170,488	\$8,977,535	36.65%
Fund 23 - Comm Rec Expenditure	\$164,738	\$444,000	\$279,262	37.10%
Fund 25 - Food Service Expenditure	\$182,711	\$431,200	\$248,489	42.37%

Audited Fund Balance 6-30-2023

Fund 11 - General Fund	\$885,318
State Aid Note	\$1,898,640
Fund 23 - Community Recreation	\$237,568
Fund 25 - Food Service	\$124,453