



**BOARD OF EDUCATION  
SPECIAL / REGULAR MEETING**  
August 12, 2024 — 6:00 p.m.  
Main Street Campus  
Administration Office Conference Room



**WHITMORE LAKE PUBLIC SCHOOLS  
BOARD OF EDUCATION**

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

**SPECIAL / REGULAR MEETING AGENDA  
Monday, August 12, 2024 – 6:00 p.m.  
Whitmore Lake Main Street Campus Administration Office  
8845 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**

**CONSENT ITEMS**

Approval of minutes from the July 16, 2024 Board of Education Regular Meeting. **(Attachment 1)**

Approve fund transfer of \$580,708 in payments from Accounts Payable as per attachment 2; further, to approve the transfer of \$503,823 from Accounts Payable to cover the payrolls of July 15, 2024 and July 31, 2024. **(Attachment 2)**

**COMMITTEE REPORTS**

**NEW BUSINESS**

*Sinking Fund Millage Proposal*

Motion to approve the resolution authorizing the submission of the Millage Proposal, Building and Site Sinking Fund Tax Levy as prepared by Thrun Law Firm. **(Attachment 3) Roll call vote required**

*L-4029 Tax Rate*

**Attachment 4** contains the L-4029 Tax Rate Request. Approval is recommended

*Personnel*

Motion to approve the hire of Matthew Penner as a full time Elementary Math Teacher at level 11 on the WLEA BA salary scale, and

to approve the hire of Rachel Plummer as a full time MS/HS Math Teacher at level 1 on the WLEA BA salary scale, and

to approve the hire of Suzanne Vivacqua as a full time Early Childhood / Elementary Special Education Teacher at level 7 on the WLEA MA salary scale with a start date of August 21, 2024.

## **SUPERINTENDENT'S REPORT**

### **OTHER INFORMATION**

#### *Personnel*

The following people recently submitted their resignations: MS/HS Math Teacher, Alicia Webber, Athletic Cheer Coach, Sh'Kniya Rogers, Community Recreation Swim Instructor & Lifeguard, Alexa Bloom, and GLTW Infant Assistant Teacher, Quynh Phuong Luu.

The following people have recently accepted positions with WLPS: In Athletics, Nevaeh Rhodes as MS Cheer Coach, Kaylee Finney as MS Volleyball Coach, and Zachary Payne as MS Football Coach. In Community Recreation, Andrew Montague and Danielle Deck as part-time Swim Instructor, Lifeguard, and Aquatics Supervisor.

Ashley Craft, Brittany Kobliska, and Tiffany Shrum have accepted the full-time positions as Elementary Paraprofessional with a start date of August 21, 2024. These positions have an hourly pay rate of \$17.00 (Step 1) on the WLPA, MEA/NEA Wage Schedule.

### **ANNOUNCEMENTS**

**The next Regular Meeting of the Board will be held on Monday, September 16, 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

### **ADJOURNMENT**

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*

**July 16, 2024 – Main Street Campus Admin Office Conference Room – 6:00 p.m.**

**MEMBERS PRESENT**

Michelle Kritzman (*President*), Frank Zolenski (*Vice President*), John Meadows (*Treasurer*), Bob Henry (*Trustee*), and Laura Schwennesen (*Trustee*)

**MEMBERS ABSENT**

Lee Cole (*Trustee*) and Lisa McCully (*Secretary*)

**ADMINISTRATORS PRESENT**

Superintendent, Tom DeKeyser, and Director of Finance & Operations, Denise Kerrigan

**OTHERS PRESENT**

Staff, parents, and members of the community

**CALL TO ORDER**

At 6:01 p.m. by President Michelle Kritzman.

**APPROVAL OF AGENDA**

*Motion to approve the revised agenda as presented made by Mrs. Kritzman; supported by Mr. Henry.*

Ayes – 5; Nays – 0, motion carried

**CALL TO THE PUBLIC**

None

**COMMITTEE REPORTS**

None

**CONSENT ITEMS**

*Motion to approve the minutes from the June 24, 2024 Board of Education Regular Meeting was made by Mr. Henry; supported by Mrs. Schwennesen.*

Ayes – 5; Nays – 0, motion carried 5 – 0

*Motion to approve fund transfer of \$711,424 in payments from Accounts Payable; further to approve the transfer of \$625,015 from Accounts Payable to cover the payrolls of June 14, 2024, and June 28, 2024 was made by Mr. Henry; supported by Mrs. Schwennesen.*

Ayes – 5; Nays – 0, motion carried 5 – 0

**NEW BUSINESS**

*Approval of Legal Counsel*

*Motion to retain the legal firms of Miller Johnson, and Thrun Law Firm as legal counsel for the Whitmore Lake Public School District for the 2024-2025 school year was made by Mrs. Schwennesen; supported by Mr. Henry.*

Ayes – 5; Nays – 0, motion carried

*School Bond Loan Fund Resolution*

*Motion to approve the School Bond Qualification and Loan Program Resolution for the 2024-2025 school year was made by Mrs. Kritzman; supported by Mr. Meadows.*

Mrs. Kerrigan shared this allows us to borrow funds from the loan program to make the debt millage payments because we do not collect enough in tax revenue at this time.

**Roll Call Vote:** Mr. Henry – yes, Mrs. Kritzman – yes, Mr. Meadows – yes, Mrs. Schwennesen – yes, Mr. Zolenski – yes

Ayes – 5; Nays – 0, motion carried 5 – 0

*Sewer Easement Resolution*

*Motion to approve the Sewer Easement Resolution of an existing sewer easement in a location and under terms substantially similar to the attached easement and sketch, and to authorize the Superintendent to execute all necessary documents was made by Mrs. Kritzman; supported by Mr. Henry.*

Mr. DeKeyser shared an aerial map of the WLPS property on Jennings Rd. to show the existing 15” sewer line location that the township will replace with an 18” sewer line. He also shared it could require the removal of brush and trees if needed. He then answered Board member questions and shared he would not sign an Easement Agreement with the Northfield Township if it includes any part of a recreational pathway.

**Roll call vote:** *Mr. Meadows – yes, Mrs. Schwennesen – yes, Mr. Zolenski – yes, Mr. Henry – yes, Mrs. Kritzman – yes*  
Ayes – 5; Nays – 0, motion carried 5 – 0

**SUPERINTENDENT’S REPORT**

Superintendent DeKeyser shared the following:

- 1) Updated Board members on the effects from the State Budget approving a zero dollar per-pupil increase and significantly reducing the funding for Mental Health & Security for districts.
- 2) The grant for the WLPS Early Childhood Head Start Program was approved for the 2024-25 school year.
- 3) Bond updates – cost and savings analysis on an Energy Bond will be shared in August for evaluation. A second mailer with the bond proposal information will be mailed to parents on July 25, 2024, and Mr. DeKeyser will be hosting another Zoom Q&A session on July 23, 2024 at 12:00 p.m.
- 4) Facility update – high school theater bleachers are near completion. Installer is re-engineering handrails, parts, should be complete by July 25, 2024.
- 5) Committee Meetings – Board members have received invites to their committee meetings. For planning purposes, please respond soon.

**OTHER INFORMATION**

The board acknowledge the retirement of Elementary Teacher David Chapman. They also shared he will be sadly missed and thanked him for the many years of commitment and service to the district, and wished him well.

The board also acknowledge the resignation of Elementary Teacher, Kara Weinstein.

**ANNOUNCEMENTS**

**The next Regular Meeting of the Board of Education will meet on Monday, August 19, 2024 at 6:00 p.m. in the High School Barb Huang Library.**

**CALL TO THE PUBLIC**

None

**BOARD MEMBER REPORTS**

Mrs. Schwennesen announced that there are three candidates running in the November 5, 2024 General Election for the two open seats on the WLPS Board.

**ADJOURNMENT**

*Motion to adjourn the Regular Meeting at 6:38 p.m. made by Mrs. Kritzman; supported by Mrs. Schwennesen*  
Ayes – 5; Nays – 0, motion carried 5 – 0

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*Lisa C. McCully, Secretary, Board of Education  
Whitmore Lake Public Schools*

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*Date*

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**Whitmore Lake Public Schools  
Business Office Transactions**

For the Month Ending:  
**July 31, 2024**

<u>Payroll Transactions</u>	July 15, 2024	\$	249,819
	July 31, 2024	\$	254,004
		\$	<u>503,823</u>

<u>Accounts Payable Transactions</u>		\$	<u>580,708</u>
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Whitmore Lake Public School District, Washtenaw and Livingston Counties, Michigan  
(the "District")

A special meeting of the board of education of the District (the "Board") was held in the Main Street Campus Administration Office Conference Room, within the boundaries of the District, on the 12th day of August, 2024, at 6 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, November 5, 2024.
2. On or before 4:00 p.m. on Tuesday, August 13, 2024, 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, November 5, 2024.
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, August 13, 2024.

5. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are hereby rescinded.

Ayes: Members

Nays: Members

Resolution declared adopted.

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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).

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Secretary, Board of Education

CJI/sew

## EXHIBIT A

### WHITMORE LAKE PUBLIC SCHOOL DISTRICT SINKING FUND MILLAGE PROPOSAL

Shall the limitation on the amount of taxes which may be assessed against all property in Whitmore Lake Public School District, Washtenaw and Livingston Counties, Michigan, be increased by and the board of education be authorized to levy not to exceed 1.5 mills (\$1.50 on each \$1,000 of taxable valuation) for a period of 10 years, 2025 to 2034, inclusive, to create a sinking fund for the construction or repair of school buildings; for school security improvements; for the acquisition or upgrading of technology; for the acquisition of student transportation vehicles; for the acquisition of parts, supplies, and equipment used for the maintenance of student transportation vehicles; for the acquisition of eligible trucks and vans used to carry parts, equipment, and personnel for or in the maintenance of school buildings; for the acquisition of parts, supplies, and equipment used to maintain such trucks and vans; and all other purposes authorized by law; the estimate of the revenue the school district will collect if the millage is approved and levied in 2025 is approximately \$824,424?

**EXHIBIT B**

**SUMMARY OF BALLOT PROPOSITION TO BE INSERTED IN THE  
NOTICES OF LAST DAY OF REGISTRATION AND ELECTION:**

WHITMORE LAKE PUBLIC SCHOOL DISTRICT  
SINKING FUND MILLAGE PROPOSAL  
1.5 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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**2024 Tax Rate Request** (This form must be completed and submitted on or before September 30, 2024)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

Carefully read the instructions on page 2.

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

County(ies) Where the Local Government Unit Levies Taxes <b>WASHTENAW</b>	2024 Taxable Value of ALL Properties in the Unit as of 5-28-2024 <b>363,735,805</b>
Local Government Unit Requesting Millage Levy <b>WHITMORE LAKE PUBLIC SCHOOLS</b>	For LOCAL School Districts: 2024 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties. <b>117,835,030</b>

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 2024 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election Charter, etc.	(5) ** 2023 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2024 Current Year "Headlee" Millage Reduction Fraction	(7) 2024 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	Oper-NH	8-2016	19.4972	17.9458	1.0000	17.9458	1.0000	17.9458	0	17.9458	12-2026
VOTED	Oper-NH	5-2023	21.0000	21.0000	1.0000	21.0000	1.0000	21.0000	0	0.0542	12-2032
EX-VOTED	2015 Debt	NA	NA	NA	1.0000	NA	1.0000	NA	0	0.4000	NA
EX-VOTED	2016 Debt	NA	NA	NA	1.0000	NA	1.0000	NA	0	3.9000	NA
EX-VOTED	2019 Debt	NA	NA	NA	1.0000	NA	1.0000	NA	0	3.9000	NA
EX-VOTED	2020 Debt	NA	NA	NA	1.0000	NA	1.0000	NA	0	0.1900	NA
VOTED	SINKING FUND	8-2018	1.0000	0.9458	1.0000	0.9458	1.0000	0.9458	0	0.9458	12-2027
VOTED	RECREATION FUND	8-2019	1.0000	0.9601	1.0000	0.9601	1.0000	0.9601	0	0.9601	12-2028

Prepared by <b>Denise Kerrigan</b>	Telephone Number <b>(734) 839-6301</b>	Title of Preparer <b>Director of Finance and Operations</b>	Date <b>08/12/2024</b>
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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		<b>Lisa C. McCully</b>	<b>08/12/2024</b>
<input type="checkbox"/> Chairperson	Signature	Print Name	Date
<input checked="" type="checkbox"/> President		<b>Michelle Kritzman</b>	<b>08/12/2024</b>

\* 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 2024 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	<b>0.0</b>
For Commercial Personal	<b>6.0</b>
For all Other	<b>18.0</b>



**2024 Tax Rate Request** (This form must be completed and submitted on or before September 30, 2024)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

Carefully read the instructions on page 2.

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

County(ies) Where the Local Government Unit Levies Taxes <b>LIVINGSTON</b>	2024 Taxable Value of ALL Properties in the Unit as of 5-28-2024 <b>156,988,376</b>
Local Government Unit Requesting Millage Levy <b>WHITMORE LAKE PUBLIC SCHOOLS</b>	For LOCAL School Districts: 2024 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties. <b>52,524,991</b>

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 2024 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election Charter, etc.	(5) ** 2023 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2024 Current Year "Headlee" Millage Reduction Fraction	(7) 2024 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	Oper-NH	8-2016	19.4972	17.9458	1.0000	17.9458	1.0000	17.9458	0	17.9458	12-2026
VOTED	Oper-NH	5-2023	21.0000	21.0000	1.0000	21.0000	1.0000	21.0000	0	0.0542	12-2032
EX-VOTED	2015 Debt	NA	NA	NA	1.0000	NA	1.0000	NA	0	0.4000	NA
EX-VOTED	2016 Debt	NA	NA	NA	1.0000	NA	1.0000	NA	0	3.9000	NA
EX-VOTED	2019 Debt	NA	NA	NA	1.0000	NA	1.0000	NA	0	3.9000	NA
EX-VOTED	2020 Debt	NA	NA	NA	1.0000	NA	1.0000	NA	0	0.1900	NA
VOTED	SINKING FUND	8-2018	1.0000	0.9458	1.0000	0.9458	1.0000	0.9458	0	0.9458	12-2027
VOTED	RECREATION FUND	8-2019	1.0000	0.9601	1.0000	0.9601	1.0000	0.9601	0	0.9601	12-2028

Prepared by <b>Denise Kerrigan</b>	Telephone Number <b>(734) 839-6301</b>	Title of Preparer <b>Director of Finance and Operations</b>	Date <b>08/12/2024</b>
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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		<b>Lisa C. McCully</b>	<b>08/12/2024</b>
<input type="checkbox"/> Chairperson	Signature	Print Name	Date
<input checked="" type="checkbox"/> President		<b>Michelle Kritzman</b>	<b>08/12/2024</b>

\* 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	<b>0.0</b>
For Commercial Personal	<b>6.0</b>
For all Other	<b>18.0</b>