



**BOARD OF EDUCATION  
REGULAR MEETING**

Monday, November 11, 2024 — 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 AGENDA

Monday, November 11, 2024 – 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

“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

Landen Livingston will present the student council report.

### COMMITTEE REPORTS

### CONSENT ITEMS

Approval of minutes from the October 21, 2024 Board of Education Regular Meeting. (**Attachment 1**)

Approve fund transfer of \$677,258 payments from Accounts Payable as per attachment 2; further, to approve the transfer of \$647,826 from Accounts Payable to cover the payrolls of October 15, 2024 and October 31, 2024. (**Attachment 2**)

### NEW BUSINESS

*2025 Schedule of Meetings*

Motion to approve the proposed 2025 Board of Education schedule of meetings. Approval is recommended. (**Attachment 3**)

*Transportation Compensation*

Motion to approve the proposed 2024-2025 Transportation wage scale effective with the first pay in December 2024. Approval is recommended. (**Attachment 4**)

*Financial Report*

**Attachment 5** contains the Budget Performance Report for October 31, 2024. Director of Finance & Operation, Denise Kerrigan will update the Board with information regarding the financial report.

## **SUPERINTENDENT'S REPORT**

### **OTHER INFORMATION**

#### *Personnel*

Marcos Salazar has accepted the position as Lifeguard Under-18, and Yolaine Civil has accepted the position as Swim Instructor in Community Recreation. These positions have a start date of October 23, 2024 and November 10, 2024, respectively.

Daniela Paute has accepted the full time position as GLTW Montessori Lead Teacher with a start date of November 1, 2024 and Kayla Schweitzer has accepted the full time Custodian position with a start date of November 25, 2024.

### **ANNOUNCEMENTS**

**The next Regular Meeting of the Board will be held on Monday, December 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.

1



## Whitmore Lake Public Schools

### BOARD OF EDUCATION

#### Regular Meeting Minutes

October 21, 2024 – 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, Elementary Principal, Heidi Roy-Borland, 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. Kritzman; supported by Mr. Henry.*

Ayes – 7; Nays – 0, motion carried

#### CALL TO THE PUBLIC

None

#### SPECIAL PRESENTATION

Joel Korson from Maner Costerisan CPA firm presented the 2023-2024 audit report. He walked the Board through the report sharing it was an unmodified audit, adding that this is the highest level of assurance they can provide as auditors. He shared that the noncurrent liabilities declined \$2.7 million due to principal payment and premium amortization on outstanding bonds, a decrease of \$2.1 million in pension and OPEB liabilities/asset, and found no issues with Federal Awards. Mr. Korson also noted that the general fund balance increased to 8.3%.

#### STUDENT COUNCIL

Student Council President, Landen Livingston was unable to attend. He will update Board members at the next BOE meeting.

#### COMMITTEE REPORTS

Mr. Meadows reported the Finance Committee met on October 14, 2024. Topics included the 2023-24 audit report, revealing an increase in the fund balance, the 2024-25 student enrollment increase, Act 18 and Medicaid reimbursements and GSRP funding increase. He also shared that they discussed the 3% payback and Unfunded Actuarial Accrued Liability (UAAL) and reviewed the 2024-25 general fund budget regarding the increases to both revenue and expenditures. Mr. DeKeyser shared that the 3% is a charge that some employees are paying for healthcare in retirement, now that it is fully funded there will be a payback, however guidance from the state has not been given as they work out details, and the UAAL will be seen as flow through funds in the budget.

#### CONSENT ITEMS

*Motion to approve the minutes from the September 16, 2024 Board of Education Regular Meeting was made by Mr. Henry; supported by Mrs. Kritzman.*

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

*Motion to approve fund transfer of \$612,527 in payments from Accounts Payable; further to approve the transfer of \$626,667 from Accounts Payable to cover the payrolls of September 13, 2024, and September 30, 2024 was made by Mr. Henry; supported by Mrs. Kritzman.*

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

#### NEW BUSINESS

##### *Financial Report*

Director of Finance & Operations, Denise Kerrigan, updated the Board with information regarding the September 30, 2024 financial report. She then answered all board member questions.

## SUPERINTENDENT'S REPORT

Mr. DeKeyser thanked Michigan State Representative, Jennifer Conlin for facilitating the donation, by the NFL Foundation, of a new automated external defibrillator (AED) to the Whitmore Lake High School during Homecoming. He also recognized Elementary Social Worker, Amber Masterson for receiving a Mental Health Grant through the county, and Middle/High School Teacher and MS Volleyball coach, Mike LaNew for going above and beyond coaching, by writing articles to recap the games and posting them to his website.

### *Academic Assessment*

Assessment and Testing Coordinator, Jennifer Petzke shared that the high school offered seven Advanced Placement (AP) program courses during 2023-24, which are run by the College Board and culminate in an end of course assessment. She then shared an overview of the academic performance results in the AP curriculum, and answered all Board member's questions. Mrs. Petzke also provided an overview of the spring 2024 academic performance results regarding the M-Step scores. Jennifer Petzke, MS/HS Principal, Jill Henry, and Elementary Principal, Heidi Roy-Borland answered all Board member questions.

## OTHER INFORMATION

The board acknowledged the resignations of Middle/High School Custodian, Tina Prikasky, and Community Recreation Swim Instructor and Under-18 Lifeguard, Mary Hafner.

The board also acknowledge the hiring of Ella Tillman as Assistant Swim Coach and Lifeguard Under 18, Katelyn Snover as Lifeguard and Aquatic Supervisor, Elizabeth Wright as Bus Driver, Paula Pisaneschi as Montessori Primary Assistant Teacher, and Madalyn Tenace as Montessori Toddler Assistant Teacher.

## ANNOUNCEMENTS

**The next Regular Meeting of the Board of Education will meet on Monday, November 11, 2024 at 7:00 p.m. in the High School Barb Huang Library.**

## CALL TO THE PUBLIC

None

## BOARD MEMBER REPORTS

Mrs. Schwennesen announced the Board will participate in the Northfield Human Services Adopt-a-Family again this year, and volunteered to do the shopping. She also announced that the Hamilton Community Health Clinic, offering both medical and behavioral health services has opened in Whitmore Lake and asked if other members would spread the information too.

Mr. Zolenski shared that he recently read a really nice article in the Ann Arbor News aka M-Live, regarding WLHS football and tuba player Gavin Yax.

Mrs. Kritzman shared that she recently attended the Legislative Breakfast at the WISD. Topics of discussion included Special Education staffing issues, the Dyslexia bill, which recently passed, mental health funding and support, and the ISD Special Education millage renewal proposal. Mrs. Kritzman then shared that the Education Foundation Book Bingo for Grown-ups fundraiser was a huge success. She also announced that November 4<sup>th</sup> is the last day the Education Foundation will accept grant proposals from WLPS employees, tickets will go on sale November 1st for the Mom Prom fundraiser scheduled on February 1, 2025, and the High School Drama Club will present their production of Sherlock Holmes over the weekend beginning November 22, 2024.

## ADJOURNMENT

*Motion to adjourn the Regular Meeting at 8:11 p.m. was made by Mrs. Kritzman; supported by Mr. Cole*

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

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

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*Date*

2



**Whitmore Lake Public Schools**  
**Business Office Transactions**

For the Month Ending:  
**October**

<u>Payroll Transactions</u>	October 15, 2024	\$ 327,765
	October 31, 2024	\$ 320,061
		<u>\$ 647,826</u>
 <u>Accounts Payable Transactions</u>		 <u>\$ 677,258</u>

3



## Whitmore Lake Public Schools

### BOARD OF EDUCATION 2025 Meeting Schedule

Whitmore Lake Public Schools  
8845 Main Street  
Whitmore Lake, MI 48189  
(734) 449-4464

If a BOE meeting will need to be conducted virtually, a link to join the meeting will be posted on the District website under Featured Info & Events.

			LOCATION
January 13, 2025	Organizational/Reg. Mtg	7:00 p.m.	High School
February 17, 2025	Regular Meeting	7:00 p.m.	High School
March 10, 2025	Regular Meeting	7:00 p.m.	High School
April 14, 2025	Regular Meeting	7:00 p.m.	High School
May 12, 2025	Regular Meeting	7:00 p.m.	High School
June 23, 2025	Budget Hearing /Reg. Mtg	6:00 p.m.	High School
July 21, 2025	Regular Meeting	6:00 p.m.	Main Street Campus
August 18, 2025	Regular Meeting	6:00 p.m.	Main Street Campus
September 15, 2025	Regular Meeting	7:00 p.m.	High School
October 20, 2025	Regular Meeting	7:00 p.m.	High School
November 17, 2025	Regular Meeting	7:00 p.m.	High School
December 15, 2025	Regular Meeting	7:00 p.m.	High School

Upon request to the Superintendent, the District shall make reasonable accommodations for a person with disabilities to be able to participate in these meetings.

Please note the location is subject to change. View [wlps.net](http://wlps.net) for location update.

4



**Whitmore Lake Public Schools**  
*Proposed Transportation Wage Scale*  
2024/2025

Hourly Rates

<b>Drivers</b>	<b>2024-2025</b>	<b>Proposed 2024-2025</b>
Substitute	\$17.68	\$20.37
Trainee	\$17.61	\$20.29
Level 1	\$18.52	\$21.34
Level 2	\$19.67	\$22.66
Level 3	\$21.05	\$24.25
<b>Monitors</b>		
Substitute	\$13.53	\$15.59
Trainee	\$13.53	\$15.59
Level 1	\$14.65	\$16.87
Level 2	\$15.35	\$17.68

5

**Whitmore Lake Public Schools  
Budget Performance Reports  
October 31, 2024**

<b>Revenue</b>	<b>Actual</b>	<b>Adopted Budget</b>	<b>Remaining Budget</b>	<b>% Used/Rec'd</b>	<b>Expected Additional</b>	<b>Projected Amendment</b>
Fund 11 - General Fund Revenue	\$1,000,110	\$14,118,484	\$13,118,374	7.08%	\$676,301	\$14,794,785
Fund 23 - Comm Rec Revenue	\$306,354	\$1,584,425	\$1,278,071	19.34%	\$50,000	\$1,634,425
Fund 25 - Food Service Revenue	\$148,210	\$584,000	\$435,790	25.38%		
Fund 41 - Sinking Fund	\$2,017	\$451,750	\$449,733	0.45%	\$45,000	\$496,750.00

<b>Expenditures</b>	<b>Actual</b>	<b>Adopted Budget</b>	<b>Remaining Budget</b>	<b>% Used/Rec'd</b>	<b>Expected Additional</b>	<b>Projected Amendment</b>
Fund 11 - General Fund Expenditure	\$3,591,457	\$13,983,303	\$10,391,846	25.68%	\$775,985	\$14,759,288
Fund 23 - Comm Rec Expenditure	\$436,298	\$1,559,020	\$1,122,722	27.99%		
Fund 25 - Food Service Expenditure	\$162,692	\$600,000	\$437,308	27.12%		
Fund 41 - Sinking Fund	\$134,214	\$536,919	\$402,705	25.00%		

**Audited Fund Balance 6-30-2024**

Fund 11 - General Fund	\$1,211,304
State Aid Note	\$1,697,430
Fund 23 - Community Recreation	\$212,183
Fund 25 - Food Service	\$73,942
Fund 41 - Sinking Fund	\$497,438