



**BOARD OF EDUCATION
REGULAR MEETING**

February 27, 2017 — 6:00 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

Monday, February 27, 2017 – 6:00 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

Karolyn Wagner will present the student council report.

COMMITTEE REPORTS

CONSENT ITEMS

Approval of minutes from February 13, 2017 Board of Education Regular meeting. (**Attachment 1**)

OLD BUSINESS

Sinking Fund Update

Superintendent DeKeyser will update the Board with information regarding the Sinking Fund process.

NEW BUSINESS

School of Choice

Pursuant to Sections 105 and 105(c) of the State School Aid Act, it is recommended that the Board adopt unlimited open enrollment for students K – 12 in all programs for the first semester of the 2017-2018 school year.

Overnight Trip Proposal

Motion to approve the overnight trip to Fifth Grade Camp on May 16, 2017 to the Howell Nature Center submitted by Matthew Wozniak. Approval is recommended. (**Attachment 2**)

SUPERINTENDENT'S REPORT

ANNOUNCEMENTS

At 7:00 p.m. this evening, February 27, 2017 the Middle School Choir will perform a Pre-Festival Concert in the High School Theater.

The next Regular Meeting of the Board of Education will be held on Monday, March 20, 2017 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. Dignan

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

February 13, 2017 – High School Media Center – 7:00 p.m.

MEMBERS PRESENT

Ken Dignan (*President*), Laura Schwennesen (*Vice President*), Bob Henry (*Treasurer*), Lee Cole (*Trustee*), Lisa McCully (*Trustee*), and John Meadows (*Trustee*)

MEMBERS ABSENT

Michelle Kritzman (Secretary)

ADMINISTRATORS PRESENT

Superintendent, Tom DeKeyser, Director of Business & Operations, Denise Kerrigan, Elementary Principal and ECC Director, Sue Wanamaker, Director of Instruction, Jill Henry, and Community Relations & Recreation Director, Maria Carter-Ewald

OTHERS PRESENT

Staff, parents and members of the community

CALL TO ORDER

At 7:05 p.m. by President Ken Dignan.

APPROVAL OF AGENDA

Motion to approve the agenda as presented made by Mr. Dignan; supported by Mrs. McCully.

Ayes – 6; Nays – 0, motion carried

CALL TO THE PUBLIC

None

STUDENT COUNCIL

Student Council Representative, Karolyn Wagner, shared highlights of the Snowcoming week events. She also shared the dance was a huge success.

CONSENT ITEMS

Motion to approve the minutes from the January 23, 2017 Board of Education Regular meeting and the January 23, 2017 closed session as presented made by Mrs. McCully; supported by Mr. Cole.

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

Motion to approve fund transfer of \$293,285 in payments from Accounts Payable; further to approve the transfer of \$402,052 from Accounts Payable to cover the payrolls of January 13, 2017, and January 31, 2017 made by Mrs. McCully; supported by Mr. Cole.

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

NEW BUSINESS

Personnel

Motion to approve the hire of Sarah Koch as a full time teacher for the 2016-17 school year at Step 1 on the WLEA BA salary scale with a hire date of February 1, 2017 made by Mr. Dignan; supported by Mrs. Schwennesen.

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

Potential Property Purchase

Superintendent DeKeyser updated the Board with information on potential property that is available for purchase in the Whitmore Lake area. Mr. DeKeyser noted there's one parcel that is contiguous

to our Main Street campus that is available for under \$20,000. He shared this parcel would connect our current property with Jennings Road, possibly allowing WLPS the right of egress to the Jennings road athletic field. He also shared he is working with individuals to verify if Jennings Road can be extended to our current property.

Mrs. Schwennesen inquired if the property was purchased would we then be connected to Jennings Road. Both Mr. Dignan & Mrs. McCully indicated yes. Mr. Dignan shared our current property is between 6 to 20' short of connecting with Jennings Road. Mr. Cole shared that Jennings road almost extends to the WLPS gate located in the back of the property however overtime nature could prevent access.

Superintendent DeKeyser indicated he would update the board with more information as it is received.

Merit Pay

Superintendent DeKeyser shared information regarding past history of Merit Pay to qualified employees with new Board Members. He recommends that past practice of awarding Merit Pay be discontinued and establish ways to recognize employees through negotiations. He also shared that very few in Washtenaw County recognize their staff with Merit Pay.

The Board discussed different ways staff could be recognized and decided to not award Merit Pay.

WLFEE Donation

Motion to approve a \$5000 donation from the Whitmore lake Foundation for Educational Excellence for technology improvements at WLES made by Mr. Henry; supported by Mrs. McCully.

Mr. DeKeyser shared the WLFEE board voted to donate money to the school district on a condition that it is used in a specific area that requires the WLPS Board approval.

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

Mr. Dignan on behalf of the Board thanked WLFEE for their donation.

SUPERINTENDENT'S REPORT

Mr. DeKeyser Shared the following:

People's Express

People's Express has requested to lease a portion of WLMS parking lot to park their vehicles. They operate around 26 vehicles and are looking for a secure area for their vehicles and staff. Details of a lease are being discussed and there will likely be a proposal / contract for the WLPS Board to view in March.

Livingston Classical Cyber Academy

LCCA has requested to lease classrooms in the former WLMS for the 2017–2018 school year.

Motion to approve Superintendent DeKeyser to negotiate any new lease and/or renegotiate any current lease at the WLMS for the 2017-2018 school year made by Mr. Cole; supported by Mrs. McCully.

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

OTHER INFORMATION

The Board acknowledged all other information

ANNOUNCEMENTS

A Board of Education Finance Committee Meeting will be held on Monday, February 27, 2017 at 6:00 p.m. in the High School Counseling Office Conference Room.

The next Regular Meeting of the Board of Education will be held on Monday, February 27, 2017 at 7:00 p.m. in the High School Media Center.

CALL TO THE PUBLIC

None

BOARD MEMBER REPORTS

Mrs. Schwennesen shared she will be attending her first Northfield Township Parks & Recreation Committee Meeting on Thursday, February 18, 2017.

ADJOURNMENT

Motion to adjourn the Regular Meeting at 8:02 p.m. made by Mr. McCully; supported by Mrs. Schwennesen.
Ayes - 6; Nays - 0, motion carried 6 - 0.

*Michelle L. Kritzman, Secretary, Board of Education
Whitmore Lake Public Schools*

Date

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PROPOSAL FOR OVERNIGHT/EXTENDED STUDENT TRIPS

Type of Trip Fifth Grade Science Camp Trip-Overnight
 Proposed Departure Date May 16, 2017 Return Date May 17, 2017
 Proposer Matthew Wozniak Position Teacher
 Date by which response is needed _____ Proposal Date 02-16-2017

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?

Correlates with social studies - history of Native Americans

Correlates with Science - nature and ecosystems units

Correlates with life skills - shelter building

PE / art / music - drumming / art designs / archery

3. In what ways will the students benefit?

Hands-on learning!

The science and social studies curriculum will come alive as students learn about ecosystems, nature, survival, art, and history of Native Americans.

4. In what ways will the District benefit?

Students will be excited to share memories with siblings. Promotes life long learning and career application within numerous fields of science.

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

- Discussions about events prior to the date.

- A debriefing at meal times with the Howell Nature Center to discuss activities

- A follow up meeting at the end of the event to review our learning targets and overall performance of the field trip to better serve our needs.

B. Students and Staff

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

Fifth Grade Students, Teachers, and TC's

B. Students and Staff (cont'd)

2. How many students in total?

51

3. How many students are currently experiencing academic problems?

3 students currently have failing grades in at least one class.

4. Which staff member will be in charge?

Matthew Wozniak

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

Jeanne Martowski - 3 years

Matthew Wozniak - 2 years

Annabel Walker - 2 years

6. What other staff members will be going?

Para pro? - Conversation/need TBD

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

4 to 6 overnight - depending on housing needs.

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

TBD - mainly parents/grandparents of students

Background checks will be conducted.

9. How many school days will be missed?

May 16th - leave at 10:00 am

May 17th - return around 2:00 pm

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

Staff Meetings

E-mail - especially for the morning band class.

C. School Work

1. How will missed work be made up?

All students should be going. If not, an alternative curriculum will be provided for students who do not go on the trip.

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

- Preferential Grouping with a WLPS staff member during our learning sessions.

D. Itinerary

1. What is the destination?

Howell Nature Center, 1005 Triangle Lake Rd, Howell, MI 48843

2. What will be the mode of transportation? What liability insurance does the carrier have?

Bus - WLPS

One staff member will drive separately in the event of an emergency. I will do this (Matthew Wozniak) and I carry 300K coverages in liability on my auto insurance.

3. Where will the group be housed and fed?

The lodges at Howell Nature Center

May 16th - just dinner

May 17th - breakfast and lunch

D. Itinerary (cont'd)

4. What enroute or supplementary activities are planned?

Activities are at Howell Nature Center.
On the bus there, we will review expectations and group assignments.

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

Emergency Contact Forms, A car for transportation, Parent Meeting Prior to Camp

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

Howell Nature Center carries their own insurance.

E. Finances

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

Total Cost: ~ 4,750.00

Student Cost ~ 90.00

2. What is the source of funds?

Bake Sales

Candy Bar Sales

North Pole Night Activities

3. How will the funds be collected and safeguarded?

- All Money to classroom teacher from sales. Money will be put into school safe and deposited into account.

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

- PTA,

- In Past, School Social Worker has used their account, if necessary

- In Past, we have utilized school fundraising account, if necessary.

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

- Partial Payment option

- Waive payment entirely - with conversation with family.

F. Communications

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

Prior: notes home to parents
 = forms home to parents, signatures required
 = discussing balances left to pay
 During = phone calls (if necessary)
 After = picture slide show of our events

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

(517) 546-0249

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

- Possibly sharing out with Maria Carter-Ewald for News-and-Notes
 flyer

Matthew A. Vognak
 Signature of the Requestor

02-16-2017
 Date

Approved:

Sue Wanamaker
 Principal

2/23/17
 Date

Tom DeKey

2/23/17
 Date

 Board of Education

 Date