



**BOARD OF EDUCATION  
WORKSHOP / REGULAR MEETING**  
May 8, 2017 — 5:30 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.*

**WORKSHOP / REGULAR MEETING**

**Monday, May 8, 2017 – 5:30 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**

**WORKSHOP PRESENTATION**

Charles Dumas, Consultant for Michigan Association of School Boards will provide the Board information and training on the Superintendent Evaluation program.

**NEW BUSINESS**

*Overnight Student Trip Request*

Motion to approve the overnight trip for MS/HS band and Choir classes on May 19, 2017 to Frankenmuth, MI submitted by High School Teacher Michael Kirby. Approval is recommended.  
**(Attachment 1)**

**SUPERINTENDENT’S REPORT**

**ANNOUNCEMENTS**

**On May 16, 2017 the 5<sup>th</sup> grade will travel to the Howell Nature Center for their annual overnight trip and the high school Physics class will travel to Cedar Point.**

**May 18, 2017 at 7:00 p.m. the 5<sup>th</sup> – 12<sup>th</sup> grade band will perform a Spring Band Concert in the High School Theater.**

**The next Regular Meeting of the Board of Education will be held in the High School Media Center on Monday May 22, 2017 at 7:00 p.m.**

**The High School Graduation will be held on Sunday, June 4, 2017 at 2:00 p.m. in the High School Gym.**

**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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**PROPOSAL FOR OVERNIGHT STUDENT TRIP**  
**2340 F5**

Type of Trip Band / Choir Trip to Frankenmuth, Michigan

Proposed Departure Date May 19, 2017, 3:00 pm Return Date May 20, 2:00 pm

Proposer Michael Kirby

Position High School Band Director

Date by which response needed ASAP / time sensitive: Splash Village / Zehnders reservations

Proposal Date : May 19/20, 2017

A) **Purpose**

- 1) **Place to be Visited:** *Frankenmuth attractions*
- 2) **How is the trip related to the educational program of the district:** *The trip is mostly a reward to the band / choir members that have given much to the program. Though it is not a musical event in itself, I try to pick destinations that are either historically significant or unique to the State of Michigan and that are affordable so that all may participate. The trip is a great community builder as well as a recruitment tool for the program. I have in the past occasionally worked in music clinics as part of the experience. In this case clinic work will have already taken place as we hosted Dr. James Curnow, Composer in a special clinic/rehearsal made available to us by the Washtenaw Community Concert Band.*
- 3) **In what ways will students benefit:** *Enjoyment and appreciation for that beautiful part of Michigan as well as mental / physical refreshment after a fairly brutal rehearsal / performance sequence culminating in their Spring Concert on the 18<sup>th</sup>.*
- 4) **In what ways will the District benefit:** *If it is an educational goal to have students who are well rounded in terms seeing part of our great state that they may not have opportunity to see otherwise and experiencing German music and if it helps to make students want to be a part of the music program it is a benefit the District.*
- 5) **Evaluation of realized benefits:** *Benefits though intangible are noticeable by student enthusiasm and a desire to continue being a part of our music program.*

B) Students and Staff

- 1) Which Students / Class will be going: *High School / Middle School Band and Choir Members Grades 7-12*
- 2) How many students total: *Student interest is approximately 40 students*
- 3) How many students with academic problems: *4 or 5*
- 4) Experience with overnight trips: *four trips to Mackinaw Island, five trips to Frankenmuth, three or four trips to Toledo, 21 years of band camp, multiple trips to Cedar Pointe, one trip to Chicago, One trip to the Silver Lake Sand Dunes.*
- 5) What other staff members will be going: *None, but you are invited.*
- 6) How many chaperones: *We usually keep about a five to one ratio. The exact number will be determined by the final student count, however with just one night out we normally will have more than we really need.*
- 7) Names and affiliations: *A list will be provided well beforehand but all of our chaperons will be band / choir parents here at WLHS and Band Booster officers.*
- 8) How many school days will be missed: *None*
- 9) How will teachers be notified: *Students will not miss class but will be held accountable for homework missed so I will email teachers upon board approval of the trip.*

C) School Work

- 1) How will missed work be made up: *There won't be any unless they have a weekend requirement in which case it would be worked out with the teacher ahead of time.*
- 2) Special assistance for students with academic problems: *again, this is a one and a half day trip, but if it is known to me it will be worked out with the teacher in advance. Also, if a teacher thinks in a matter of his/her judgment that a student should not go for academic reasons I would stand by that teachers decision. This reasoning would also apply to parents. The trip is not a requirement but available to all of our music students grades 7 -12.*

### Itinerary

- 3) **Destination:** *Splash Village, Zehnders, Tony's, Shopping District in Frankenmuth ( not the Birch Run Outlet Mall)*
- 4) **Mode of Transportation:** *School Bus, School Insurance*
- 5) **Housing / Food:** *Complete itinerary attached*
- 6) **Planned Activities:** *Also in the attached itinerary*
- 7) **Arrangements for Emergency Situations:** *We will have health forms that include copies of insurance cards as well as complete contact information for everyone. The school will have copies of these as well. Minor medications are usually kept by a designated parent that also has a copy of the forms and contact information.*
- 8) **Tour Guides:** *None*

### D) Finances

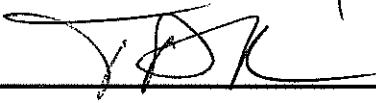
- 1) **Estimated cost per student:** *\$107 x no. of students*
- 2) **Source of funds:** *Students / Parents / Band Boosters*
- 3) **How will funds be safeguarded:** *All funds are deposited by band boosters before departure. Band Boosters then write all checks from their account for the trip. All student monies are receipted.*
- 4) **Excess or Shortfall of funds:** *There will not be a shortfall, but if that were to occur the band boosters would either cover it or an activity would have to be canceled. This has never happened. Any excess that would also be minimal would be spent on the students or equally returned to them. These trips are priced pretty accurately and we do keep all of our receipts.*
- 5) **Students financially unable to pay:** *The band boosters have a fairly liberal policy for helping students and making payment arrangements that the parent / student can handle. In extreme cases we find a way. It is actually a priority to me to not allow genuine need to prevent a student from participating. I run into this every year with band camp and aware that circumstances beyond student control can limit them in this way.*



Communications

- 6) How will you communicate to parents prior to, during and after the trip: *written form ie... trip itinerary, necessary forms, email and website. After the trip an evaluation of the trip will take place at the next booster meeting (June 10). This will be communicated to the parents via email.*
- 7) Telephone numbers of destination venues: *Is in the attached itinerary*
- 8) Information to the media and community: *Just as an interest article promoting the music program and the school district I can put an article in the Courant notating the basic activities of the trip. I'd rather do an article as a summation of the years activities. They have had a very busy year and had the privilege of hosting a guest conductor / composer. This trip is just for fun and reward.*

Signature of the Requester  Date 5/5/17

Principal  Date 5/5/2017

Superintendent  Date 5/5/2017

Board of Education \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_

**Itinerary:**

**Friday, 5/19/17**

|                           |  |
|---------------------------|--|
| <b>3:00 pm</b>            | <b>Leave WLHS</b>                                |
| <b>4:30 pm</b>            | <b>Check In at Zehnder's Splash Village</b>      |
| <b>7:00 pm</b>            | <b>Dinner at Zehnders</b>                        |
| <b>9:00-10:00 pm</b>      | <b>Return to Splash Village (more water fun)</b> |
| <b>Water Park Closing</b> | <b>Lights out 11:00pm</b>                        |

**Saturday, 5/20/17**

|                      |   |
|----------------------|---|
| <b>10:00 am</b>      | <b>Tony's Restaurant for breakfast</b>    |
| <b>11:30 am</b>      | <b>Shopping /Sight Seeing Frankenmuth</b> |
| <b>2:00 pm</b>       | <b>Load Bus</b>                           |
| <b>3:15 -3:30 pm</b> | <b>Arrive back at WLHS</b>                |

**Venue Information**

**Zehnders Splash Village Hotel**  
1365 South Main St.  
Frankenmuth, Mich. 48734  
844-330-1715

**Tonys Restaurant**  
8781 Main St.  
Birch Run, Mich. 48415  
989-624-5860

**Zehnders Restaurant**  
730 South Main St.  
Frankenmuth, Mich. 48734  
844-802-8323