



**BOARD OF EDUCATION
ORGANIZATIONAL/REGULAR
MEETING**

January 14, 2019 — 7:00 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.*

**ORGANIZATIONAL/REGULAR MEETING
Monday, January 14, 2019 – 7:00 p.m.**

**Whitmore Lake High School Media Center
7430 Whitmore Lake Rd.
Whitmore Lake, MI 48189**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

RECOGNIZE RE-ELECTED MEMBERS

Superintendent DeKeyser will recognize, re-elected Board Members, Ken Dignan and Bob Henry.

**ORGANIZATIONAL
MEETING PROCEDURES**

According to the Bylaws of the Board of Education, an election of a temporary chairperson shall be selected to serve as presiding officer over the meeting until the election of the officers of the Board.

**BOARD OF EDUCATION
ROLL CALL**

APPROVAL OF AGENDA

SPECIAL PRESENTATION

Washtenaw ISD board members, Diane Hockett and Steve Olsen, will share information regarding Whitmore Lake Partners in Education and the Educational Equity Policy.

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

ELECTION OF OFFICERS

The temporary chairperson shall call for nominations for **President** of the Board for the 2019 calendar year. A motion and vote shall follow.

The elected President of the Board will assume the chairmanship and shall call for nominations for the remaining positions of the board for the 2019 calendar year. A motion and vote shall follow each nomination.

Vice President

Secretary

Treasurer

SPECIAL PRESENTATION

January is School Board Recognition Month. Board Recognition will be shared by staff and students.

STUDENT COUNCIL

Alaina Di Dio will present the student council report.

CONSENT ITEMS

Approval of minutes from the December 10, 2018 Board of Education Regular meeting, and the December 10, 2018 closed session (to be handed out at the meeting). **(Attachment 1)**

Approve fund transfer of \$347,959 in payments from Accounts Payable as per attachment 2; further, to approve the transfer of \$452,692 from Accounts Payable to cover the payrolls of December 15, 2018 and December 31, 2018. **(Attachment 2)**

NEW BUSINESS

Designation of Depositories

Motion to designate Comerica, PNC Bank, MBIA Asset Management Group and J.P. Morgan Chase MILAF as depository of funds for General Funds, Sinking Funds, 2007 Bond Refunding, 2012 Bond Refunding, 2015 Series A and Series B Bond Refunding, 2016 Bond Refunding, Recreation Millage, and student activity.

Check Signature Authorizations

Motion to authorize the creation and use of the appropriate electronic signatures as listed for the various school district funds. **(Attachment 3)**

Electronic Transfer Officer

Motion to appoint Denise Kerrigan, Director of Finance & Operations, as the Electronic Transfer Officer (ETO) pursuant to policy 6144.

Authorization of Investments

Motion to authorize the superintendent or designee, in consultation with the school district's Board of Education, to invest available monies at the best rate of interest as provided by statute.

Designation of Posting Meetings

Motion to designate the superintendent and /or his designee as responsible for posting public notice of meetings.

Designation of Official Newspaper

Motion to designate the Washtenaw Legal News as the official newspaper for legal purposes for 2019.

Fee for Board Books

Motion to approve a charge of \$0.10 per page for individuals who request a printed Board packet.

SUPERINTENDENT'S REPORT

OTHER INFORMATION

The following people have accepted a position at Whitmore Lake Public Schools with a start date of January 7, 2019 and January 9, 2019 respectfully: Sarah Sutherland as ECC Paraprofessional with an hourly pay rate of \$10.75 (Step 1 of the WLPA) and Alina Schmidli as the Early Childhood Center GSRP Preschool Teacher.

ANNOUNCEMENTS

The next Regular Meeting of the Board of Education will be held on Monday, February 11, 2019 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

CLOSED SESSION

The Board will adjourn to go into closed session to discuss contract negotiations. **Roll call vote 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
December 10, 2018 – Elementary School Media Center – 7:00 p.m.

| | |
|-------------------------------|--|
| MEMBERS PRESENT | Ken Dignan (<i>President</i>), Laura Schwennesen (<i>Vice President</i>), Bob Henry (<i>Treasurer</i>), Michelle Kritzman (<i>Secretary</i>), Lee Cole (<i>Trustee</i>), Lisa McCully (<i>Trustee</i>), and John Meadows (<i>Trustee</i>) |
| MEMBERS ABSENT | |
| ADMINISTRATORS PRESENT | Superintendent, Tom DeKeyser, Director of Finance & Operations, Denise Kerrigan, Director of Instruction, Jill Henry, Director of Student Services, Melissa Heuker, and Community Relations & Recreation Director, Maria Carter-Ewald |
| OTHERS PRESENT | Staff, parents and members of the community |
| CALL TO ORDER | At 7:00 p.m. by President Ken Dignan. |
| APPROVAL OF AGENDA | <i>Motion to approve the agenda as presented made by Mr. Dignan; supported by Mrs. Schwennesen.</i> Ayes – 7; Nays – 0, motion carried |
| CALL TO THE PUBLIC | None |
| SPECIAL PRESENTATION | <p>Elementary School teachers, Mrs. Kobeck, Ms. Kief, Mr. Chapman, and Mr. Wozniak shared information on a project the 5th & 6th grade students have been working on called Trash the Trash. They revealed a display consisting of weighing one day's waste from the elementary cafeteria. The students were issued the task on how can they make our cafeteria more environmentally responsible. They shared that students did their research and used Math, Science, Social Studies and ELA skills to produce their exhibits. The Board members were invited to view the exhibits in the cafeteria with the students.</p> <p>Mr. DeKeyser, along with the Board members, thanked the 5th and 6th grade teachers and students for the presentation.</p> |
| STUDENT COUNCIL | Alaina Di Dio reported that next week is Holiday Spirit Week with the holiday assembly being held on Friday, December 21, 2018. She also shared the theme for Snowcoming scheduled for January 19, 2019 will be "Night of a Thousand Lights". |
| CONSENT ITEMS | <p><i>Motion to approve the minutes from the November 12, 2018 Board of Education Regular Meeting and the November 12, 2018 closed session was made by Mrs. Schwennesen; supported by Mr. Cole.</i> Ayes – 7; Nays – 0, motion carried 7 – 0</p> <p><i>Motion to approve fund transfer of \$332,693 in payments from Accounts Payable; further, to approve the transfer of \$463,114 from Accounts Payable to cover the payrolls of November 15, 2018 and November 30, 2018 made by Mrs. Schwennesen; supported by Mr. Cole.</i> Ayes – 7; Nays – 0, motion carried 7 – 0</p> |

NEW BUSINESS

2019 Schedule of Meetings

Motion to approve the proposed 2019 Board of Education schedule of meetings made by Mr. Henry; supported by Mr. Meadows.

Mrs. Kritzman suggested to have committee meetings as needed during the months when one board meeting is scheduled.

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

SUPERINTENDENT’S REPORT

Strategic Plan Update

Superintendent DeKeyser presented the Board with a summary report regarding first year objectives in the five areas that were identified in the strategic planning process. He then suggested to review the report at the January Board meeting, allowing Board members time to read it.

Mr. DeKeyser also shared the following:

Public Hearing – a public hearing was held early today with the Michigan Department of Education regarding a Pre-Labor Day start for the 2019-2020 school year. He shared that the MDE stated we met the criteria with our Early College Program. Mr. DeKeyser shared we have also have a Career and Technical Consortium with Livingston County that was approved for a Pre-Labor Day start next year. MDE has approved the waiver for 3 years.

WISD Supplemental Services – a proposal will be presented to the WISD Board of Education on December 11, 2019 to enter into a supplemental services pilot plan with WLPS to assist in services/resources.

OTHER INFORMATION

The Board acknowledged the items of other information.

ANNOUNCEMENTS

The next Regular/Organizational Meeting of the Board of Education will be held on Monday, January 14, 2019 at 7:00 p.m. in the High School Media Center.

CALL TO THE PUBLIC

None

BOARD MEMBER REPORTS

Mrs. Kritzman and Mr. Meadows shared the children had an amazing time at the elementary North Pole Night and thanked the PTO for all their hard work. Mrs. Kritzman also shared the production of *Charlie and the Chocolate Factory* by the MS/HS Drama was great.

Mrs. Schwennesen expressed thanks to all Board members for their donations to support the Adopt-A-Family program. She also shared the WL Robotics team hosted their 1st “First Lego League Jr.” event for children ages six to ten.

Mr. Dignan shared he attended a fundraiser in honor of Mrs. Carbery and was very impressed by the community support.

CLOSED SESSION

Motion to adjourn into closed session meeting at 8:15 p.m. (with a 5 minute break) to discuss the Superintendent evaluation was made by Mrs. Schwennesen; supported by Mrs. McCully. Roll call vote required. Mrs. Schwennesen – yes, Mr. Henry – yes, Mrs. Kritzman – yes, Mrs. McCully – yes, Mr. Meadows – yes, Mr. Dignan – yes, Mr. Cole – yes. Ayes – 7; Nays – 0, motion carried 7 – 0

Call to Order

Open session called to order at 9:39 p.m. by Ken Dignan

Superintendent Evaluation

The WLPS BOE completed Mr. DeKeyser's annual evaluation with a rating of Effective.

Motion to extend the Superintendent's contract to 2022 was made by Mr. Dignan; supported by Mr. Cole.

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

ADJOURNMENT

Motion to adjourn the Regular Meeting at 9:40 p.m. made by Mr. Henry; supported by Mrs. McCully.

Ayes - 7; Nays - 0, motion carried 7 - 0.

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

Date

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**Whitmore Lake Public Schools
Business Office Transactions**

For the Month Ending:
December 31, 2018

| | | | |
|--------------------------------------|-------------------|----|----------------|
| <u>Payroll Transactions</u> | December 15, 2018 | \$ | 221,784 |
| | December 31, 2018 | \$ | 230,908 |
| | | \$ | <u>452,692</u> |
| <u>Accounts Payable Transactions</u> | | \$ | <u>347,959</u> |

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CHECK SIGNATURE AUTHORIZATION LIST

| <u>Name of Account/Fund</u> | <u>Bank</u> | <u>Signature</u> |
|-------------------------------------|-------------|---|
| General Fund | Comerica | Superintendent |
| Reimbursement Care | Comerica | Wage Works |
| Sinking Fund | Comerica | Superintendent |
| Student Activity Fund | PNC | Superintendent |
| | | |
| <u>Interest Bearing Trust Funds</u> | | |
| 2007 Bond Refunded | Comerica | Superintendent/Director of Finance and Operations |
| 2012 Bond Refunded | Comerica | Superintendent/Director of Finance and Operations |
| 2015 Series A Bond Refunded | Comerica | Superintendent/Director of Finance and Operations |
| 2015 Series B Bond Refunded | Comerica | Superintendent/Director of Finance and Operations |
| 2016 Bond Refunded | Comerica | Superintendent/Director of Finance and Operations |
| Recreational Millage | Comerica | Superintendent/Director of Finance and Operations |