



**BOARD OF EDUCATION
REGULAR MEETING**

March 18, 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.*

REGULAR MEETING
Monday, March 18, 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

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

Alaina Di Dio will present the student council report.

COMMITTEE REPORTS

CONSENT ITEMS

Approval of minutes from the February 11, 2019 Board of Education Regular Meeting. **(Attachment 1)**

Approve fund transfer of \$209,417 in payments from Accounts Payable as per attachment 2; further, to approve the transfer of \$443,506 from Accounts Payable to cover the payrolls of February 15, 2019 and February 28, 2019. **(Attachment 2)**

NEW BUSINESS

Personnel

Motion to approve the transfer of Maura Zindler as a full time Academic Support Specialist to a full time School Social Worker at Whitmore Lake High School for the 2018-19 school year at step 1 on the WLEA MA salary scale with a start date of February 26, 2019.

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 2019-2020 school year.

2019-2020 Start Date

Motion to approve the start date of August 26, 2019 for the 2019-2020 school year that has been approved by the WLEA. Approval is recommended.

Livingston Classical Academy

Motion to authorize the Superintendent and Livingston Classical Academy Board to appoint Nicole Mackmiller and Richard Streetman to replace Erin Mersino and Jason Negri respectively on the board of directors for LCA commencing the date upon which the oaths of office are taken.

SUPERINTENDENT'S REPORT

OTHER INFORMATION

Personnel

Lauren Rutz has accepted the position as Paraprofessional at the Early Childhood Center with a start date of March 4, 2019. This position has an hourly pay rate of \$11.41 (Step 2 of the WLPa).

Angela Meyers-Purkiss has accepted the position as Paraprofessional at the Elementary School start date of March 11, 2019. This position has an hourly pay rate of \$10.75 (Step 1 of the WLPa).

High School teacher, Genevieve Conzelman has submitted her letter of resignation with an effective date of March 11, 2019. (**Attachment 3**)

ANNOUNCEMENTS

The next Regular Meeting of the Board of Education will be held on Monday, April 8, 2019 at 7:00 p.m. in the High School Media Center.

CALL TO THE PUBLIC

BOARD MEMBER REPORTS

Mr. Cole, Mr. Dignan, Mr. Henry, Mrs. Kritzman, Mrs. McCully, Mr. Meadows, and Mrs. Schwennesen

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.

1



Whitmore Lake Public Schools
BOARD OF EDUCATION
Regular Meeting Minutes
February 11, 2019 – High School Media Center – 7:00 p.m.

MEMBERS PRESENT

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

MEMBERS ABSENT

ADMINISTRATORS PRESENT

Superintendent, Tom DeKeyser, Director of Finance & Operations, Denise Kerrigan, Elementary Principal and ECC Director, Sue Wanamaker, Director of Instruction, Jill Henry, Director of Student Services, Melissa Heuker, and High School Dean of Students, Linda Lupi

OTHERS PRESENT

Staff, parents and members of the community

CALL TO ORDER

At 7:01 p.m. by President Laura Schwennesen.

APPROVAL OF AGENDA

Superintendent DeKeyser requested to amend the agenda to remove the appointment of Carol Spilak on the board of directors for LCA.

Motion to approve the agenda as amended made by Mr. Dignan; supported by Mr. Henry.

Ayes – 7; Nays – 0, motion carried

CALL TO THE PUBLIC

None

STUDENT COUNCIL

Student Council Representative, Alaina Di Dio was unable to attend. Amy Mayo, Student Council Secretary, thanked board members for chaperoning at the snowcoming dance. She also shared they will begin discussing plans for the spring festivities.

COMMITTEE REPORTS

Mr. Dignan reported the Executive Committee met early this evening. He shared they began reviewing the Strategic Plan and implementing next year's objectives.

Mrs. Kritzman reported the Finance Committee met on February 4, 2019. Topics included the 2018-19 projected budget, and a three year Sinking Fund proposal with technology and maintenance allocations.

CONSENT ITEMS

Motion to approve the minutes from the January 14, 2019 Board of Education Organizational-Regular Meeting, the January 14, 2019 closed session, and the February 4, 2019 Finance Committee Meeting was made by Mr. Dignan; supported by Mrs. McCully.

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

Motion to approve fund transfer of \$403,067 in payments from Accounts Payable; further, to approve the transfer of \$412,073 from Accounts Payable to cover the payrolls of January 15, 2019 and January 31, 2019 made by Mr. Dignan; supported by Mrs. McCully.

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

NEW BUSINESS
*2018-2019 Budget Amendment
and Resolution*

Motion to approve the 2018-19 Amended Budget summary as presented made by Mr. Cole; supported by Mr. Meadows.

Director of Finance & Operations, Denise Kerrigan shared the 2018-19 Amended Budget Summary with the Board. Mrs. Kerrigan identified the changes made and shared the projected general fund balance would remain at a total of 6.4%.

Roll call vote required. Mr. Dignan – yes, Mr. Henry – yes, Mrs. Kritzman – yes, Mrs. McCully – yes, Mr. Meadows – yes, Mrs. Schwennesen – yes, Mr. Cole – yes.

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

Personnel

Motion to approve the hire of Kristina Messina as a full time High School Teacher for the 2018-19 school year at step 4 on the WLEA BA salary scale with a hire date of January 17, 2019 and a start date of January 29, 2019 made by Mr. Dignan; supported by Mrs. Schwennesen.

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

Ms. Messina was welcomed to Whitmore Lake Public School District by the school board members.

*Approval of Technology Infrastructure
Enhancements*

Motion to approve the E-Rate RFP bid from IncComp Technical Services Group for enhancements to existing infrastructure made by Mr. Dignan; supported by Mr. Cole.

Mr. DeKeyser shared the enhancements to existing infrastructure will be paid with sinking fund expenditures and reimbursement by E-rate funds. He also shared the work will be done over the summer.

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

SUPERINTENDENT'S REPORT
Technology Plan Update

Mr. DeKeyser shared with the Board a three year plan updating technology throughout the district. He shared the first year would include the purchase of laser projectors, HP Desktops, and Microsoft Surface Pro 6 Laptops for the Elementary and Middle/High School. He also shared the goal is to have all machines ready and in classrooms by August 2019.

Facilities Update

Superintendent DeKeyser updated the Board members on major repairs already completed spending Sinking Fund dollars. He also shared the high school doors security wiring is scheduled to be complete by the end of the week, an updated security plan for the elementary school is being discussed, and the middle school will include necessary repairs as needed.

OTHER INFORMATION
Personnel

The Board acknowledged the resignation submitted by Sarah Kurth.

*MASB Region 7 Board of Directors
Candidates*

Motion to nominate candidate Guillermo Lopez representing Region 7 to serve a three-year term on the Board of Directors for MASB was made by Mr. Henry; supported by Mr. Dignan.

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

ANNOUNCEMENTS

The next Regular Meeting of the Board of Education will be held on Monday, March 18, 2019 at 7:00 p.m. in the High School Media Center.

Mrs. Schwennesen shared that the March 11, 2019 Regular Meeting is cancelled and superseded by the revised date of March 18, 2019.

CALL TO THE PUBLIC

None

BOARD MEMBER REPORTS

Mr. Cole shared students had shown exemplary behavior at the Snowcoming Dance and he shared he had a great time chaperoning.

Mrs. Kritzman shared that she enjoyed the performance of *Night at the Wax Museum* presented by the Middle School Drama Club. She also shared the High School Drama Club will be performing their musical *Bye, Bye, Birdy* on March 8th and 9th at 7:00 p.m. and on March 10, 2019 at 2:00 p.m.

Mrs. Schwennesen shared the Varsity Quiz Bowl League Championship Tournament will be held on Thursday, February 14, 2019 at the WISD. She also informed members the high school Robotics Team, Trobots, will attend their first competition of the year at Milford High School from March 7, 2019 through March 9, 2019.

ADJOURNMENT

Motion to adjourn the Regular Meeting at 7:40 p.m. made by Mr. Dignan; supported by Mr. Meadows.

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

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

Date

2

Whitmore Lake Public Schools
Business Office Transactions

For the Month Ending:
February 28, 2019

<u>Payroll Transactions</u>	February 15, 2019	\$	224,664
	February 28, 2019	\$	218,842
		\$	<u>443,506</u>

<u>Accounts Payable Transactions</u>		\$	<u>209,417</u>
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3

February 15, 2019

Dear Mr. DeKeyser and the Whitmore Lake Board of Education,

Please accept this letter as my resignation from Whitmore Lake Public Schools effective March 11, 2019.

The last seven years have been full of incredible learning experiences. I could not have asked for a better principal and superintendent in Mr. DeKeyser, nor a better Special Education Director in Ms. Heuker. Whitmore Lake has truly molded me into the teacher I wanted to become. The daily challenges and continuous support from administration and staff have shaped me into the educator I am today.

I truly appreciate all roles I have been involved in at Whitmore Lake Middle and High School. The following roles have deeply affected me as a teacher: 7th/8th Grade Class Sponsor, the Junior Varsity Volleyball Coach, the lead teacher in the Community Based Instruction Program, a resource room teacher for seventh to ninth graders, and a co-teacher in the English classrooms. The daily challenges and successes helped me develop my supportive teaching style.

Thank you again for all of the amazing experiences. I will never forget the lessons, the staff, and the support and guidance. I am beyond appreciative of the assistance I have been given, which helped mold me into the teacher I am today.

It has been my distinct honor to be a Trojan!

Sincerely,

A handwritten signature in black ink, appearing to read "Genevieve M. Conzelman". The signature is fluid and cursive, with a long horizontal line extending from the end.

Genevieve M. Conzelman