



**Whitmore Lake Public Schools**  
**BOARD OF EDUCATION**  
*Regular Meeting Minutes*  
**June 27, 2023 – High School Media Center – 6:00 p.m.**

**MEMBERS PRESENT**

Frank Zolenski (*Vice President*), John Meadows (*Treasurer*), Lee Cole (*Trustee*), Bob Henry (*Trustee*), and Laura Schwennesen (*Trustee*)

**MEMBERS ABSENT**

Michelle Kritzman (*President*), and Lisa McCully (*Secretary*),

**ADMINISTRATORS PRESENT**

Superintendent, Tom DeKeyser, and Director of Finance & Operations, Denise Kerrigan,

**OTHERS PRESENT**

Staff, and members of the community

**CALL TO ORDER**

At 6:05 p.m. by Vice President Frank Zolenski.

**APPROVAL OF AGENDA**

*Motion to approve the agenda as presented made by Mr. Cole; supported by Mr. Henry.*  
Ayes – 5; Nays – 0, motion carried

**CALL TO THE PUBLIC**

None

**CONSENT ITEMS**

*Motion to approve the minutes from the June 12, 2023 Board of Education Regular Meeting was made by Mr. Henry; supported by Mrs. Schwennesen*  
Ayes – 5; Nays – 0, motion carried 5 – 0

**COMMITTEE REPORTS**

None

**NEW BUSINESS**

*2022-2023 Final Budget Proposal  
and Resolution*

*Motion to approve the 2022-2023 Final Budget Summary as presented was made by Mrs. Schwennesen; supported by Mr. Meadows.*

Mr. DeKeyser updated the Board on the final budget proposal. He noted the total General Fund balance of 5.1% was due to increased expenses in special education, energy costs, and maintenance. He also shared the reimbursable special education expenses will reflect in the 2023-24 budget when funds are received.

Mr. Cole inquired about the increase in expenses for school safety and security. Mrs. Kerrigan shared the expenses are covered by a grant which includes the Safety Officer and District Truancy and Public Safety Coordinator. Mrs. Schwennesen shared her disappointment of spending from the fund balance and would like to see the increase in next year's budget.

Mrs. Kerrigan then reviewed the budget summaries for Community Recreation Fund, Food Service Fund, Sinking Fund and Student Activity Funds. She then answered all board member questions.

**Roll call vote:** *Mr. Henry – yes, Mr. Meadows – yes, Mrs. Schwennesen – yes, Mr. Zolenski – yes, Mr. Cole – yes*  
Ayes – 5; Nays – 0, motion carried 5 – 0

*2023-2024 Budget Proposal  
and Resolution*

*Motion to approve the 2023-2024 Original Budget Summary as presented was made by Mrs. Schwennesen; supported by Mr. Cole.*

Director of Finance & Operations, Denise Kerrigan reviewed the proposed 2023-2024 budget recommendations. She noted this is a conservative budget due to the unknown approval of the state budget and suggests having an amended budget presented in December. Superintendent DeKeyser followed up on inquiries regarding the \$220,000 reimbursements carry-over sharing these are ACT 18, Medicaid, and State Aid funds which are dispersed by December.

Board members expressed their concern on having a fund balance less than seven percent and asked to be more conservative with spending.

**Roll call vote:** *Mr. Meadows – yes, Mrs. Schwennesen – yes, Mr. Zolenski – yes, Mr. Cole – yes, Mr. Henry – yes*  
Ayes – 5; Nays – 0, motion carried 5 – 0

*Employee Contracts*

*Motion to waive any contractually mandated salary wage freezes for the 2023-24 school year was made by Mrs. Schwennesen; supported by Mr. Henry*  
Ayes – 5; Nays – 0, motion carried 5 – 0

*Borrowing Resolution*

*Motion to approve the borrowing resolution for adoption for the 2023-2024 school year through the Michigan Financial Authority (MFA) for an amount not to exceed \$2,100,000 made by Mr. Henry; supported by Mr. Cole.*

Mrs. Kerrigan shared that in order to meet cash flow needs, the district needs to borrow funds. She also shared that the increase is to allow us the cash needed, until we receive the state aid.

**Roll Call Vote:** *Mrs. Schwennesen – yes, Mr. Zolenski – yes, Mr. Cole – yes, Mr. Henry – yes, Mr. Meadows – yes*  
Ayes – 5; Nays – 0, motion carried 5 – 0

*Personnel*

*Motion to approve the hire of Carolyn Otterman for the new Elementary and Middle School Math Coach for the 2023-2024 school year, and*

*to approve the hire of Kate Reese as a full time Middle/High School Social Studies Teacher at Level 1 on the WLEA MA salary scale with a hire date of June 12, 2023 and a start date of August 23, 2023, and*

*to approve the hire Katheryne Coppel as a full time Early Childhood and Kindergarten Special Education Teacher at Level 1 on the WLEA BA salary scale with a hire date of 6/13/2023 and a start date of August 23, 2023, and*

*to approve the hire of Shay Pollard as a full time Elementary 3<sup>rd</sup> Grade Teacher at Level 1 on the WLEA BA salary scale with a hire date of 6/14/2023 and a start date of August 23, 2023, and*

*to approve the hire of Joshua Hendrickson as a full time Elementary 3<sup>rd</sup> Grade Teacher at Level 5 on the WLEA MA salary scale with a hire date of 6/26/2023 and a start date of August 23, 2023 was made by Mrs. Schwennesen; supported by Mr. Henry.*

Superintendent DeKeyser updated Board members on the structure with the new teaching staff.

Ayes – 5; Nays – 0, motion carried 5 – 0

*2024 Washington D.C. Trip Proposal*

*Motion to approve the proposal for a 7<sup>th</sup> & 8<sup>th</sup> grade overnight trip to Gettysburg and Washington D.C. from March 19, 2024 through March 22, 2024 submitted by MS/HS teacher Eric Kobeck was made by Mr. Henry; supported by Mrs. Schwennesen.*

Ayes – 5; Nays – 0, motion carried 5 – 0

*WLPS Course Catalog*

*Motion to approve the Whitmore Lake Public Schools student course guide, the Graduation Alliance course guide, and the additional Arts & Communication courses for the 2023-2024 school year was made by Mr. Meadows; supported by Mr. Cole.*

Ayes – 5; Nays – 0, motion carried 5 – 0

*2023-24 Proposed Food Service Rates*

*Motion to approve a proposed food service fee increase of \$0.50 on both the breakfast and lunch prices at all WLPS buildings submitted by Food Service Director, Denise Kerrigan for the 2023-2024 school year was made by Mr. Cole; supported by Mr. Henry.*

Ayes – 5; Nays – 0, motion carried 5 – 0

*Office Personnel Negotiations*

*Motion to approve the ratification of the contract agreement between Whitmore Lake Public Schools and the Office Personnel Association, MEA/NEA for the time period beginning July 1, 2023 through June 30, 2026 was made by Mrs. Schwennesen; supported by Mr. Henry.*

Ayes – 5; Nays – 0, motion carried 5 – 0

**SUPERINTENDENT’S REPORT**

Superintendent DeKeyser shared the following;

- 1) Annual county waste project at WLHS went well, an agreement was made with U of M nursing group through NHS to provide free physicals for students, updated Board on election invoices, and supplemental support services report.
- 2) Community Rec – New filtering system is doing an amazing job with the pool, Ann Khen doing great job filling open staffing positions, revising a fitness program and talking with Township Recreation Coordinator regarding arts & craft programs for the community.

**OTHER INFORMATION**

*Personnel*

The Board acknowledged the resignation of MS/HS Social Studies Teacher, Ryan Page, Elementary Teacher, Jallene Eckert, Elementary Special Education Teacher, Emily Branigan, MS/HS Paraprofessional, Delaney Peters and the hiring of Joey Wilson as part time Montessori Teacher Assistant during the summer.

*LCA Board of Directors*

The Board also acknowledged the renewal of Steve Reagan and Dan Smith as members, through June 30, 2026 on the Board of Directors.

**ANNOUNCEMENTS**

**The next Regular Meeting of the Board of Education will be held on Monday, July 17, 2023 at 6:00 p.m. in the Main Street Campus, Administration Office Conference Room.**

**CALL TO THE PUBLIC**

None

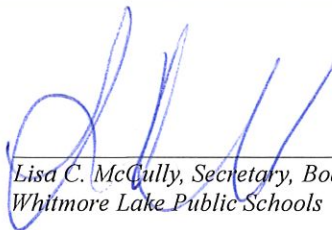
**BOARD MEMBER REPORTS**

Mr. Meadows expressed how proud he is with all WLPS staff for being creative and finding ways to allow many learning opportunities for the students.

**ADJOURNMENT**

*Motion to adjourn the Regular Meeting at 7:35 p.m. made by Mrs. Schwennesen; supported by Mr. Henry.*

Ayes - 5; Nays - 0, motion carried 5 - 0.



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

7/17/2023  
 Date