



**BOARD OF EDUCATION
REGULAR MEETING**

Monday, November 13, 2023 — 7:00 p.m.

Whitmore Lake High School

Barb Huang Library



WHITMORE LAKE PUBLIC SCHOOLS BOARD OF EDUCATION

Mission Statement

*Partnering with students, parents, and the community to
provide exceptional, personalized education.*

REGULAR MEETING

Monday, November 13, 2023 – 7:00 p.m.

Whitmore Lake High School Barb Huang Library
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

Natalie Meadows will present the student council report.

COMMITTEE REPORTS

CONSENT ITEMS

Approval of minutes from the September 23, 2023 Board of Education Regular Meeting. (**Attachment 1**)

Approve fund transfer of \$469,073 in payments from Accounts Payable as per attachment 2; further, to approve the transfer of \$629,747 from Accounts Payable to cover the payrolls of October 13, 2023 and October 31, 2023. (**Attachment 2**)

NEW BUSINESS

2024 Schedule of Meetings

Motion to approve the proposed 2024 Board of Education schedule of meetings. Approval is recommended. (**Attachment 3**)

Financial Report

Attachment 4 contains the Budget Performance Report for October 31, 2023. Director of Finance & Operation, Denise Kerrigan will update the Board with information regarding the financial report.

SUPERINTENDENT’S REPORT

Community Recreation

Ann Kehn, Aquatic and Recreation Director, will update Board members on activities planned in Community Recreation.

Athletics

Brad McCormack, Athletic Director, will share highlights from the fall sports season, and events for the winter sports season.

OTHER INFORMATION

Personnel

High School Special Education Teacher, Blake Groenhout has submitted his notice of retirement. He will retire on December 31, 2023.

Robin Armstrong has accepted the position as a Floating Teacher Assistant for GLTW Montessori Preschool & Daycare with a start date of October 25, 2023.

Mark Stewart has accepted the position as Assistant Wrestling Coach for Athletics with a start date of November 20, 2023.

ANNOUNCEMENTS

The next Regular Meeting of the Board will be held on Monday, December 11, 2023 at 7:00 p.m. in the High School Barb Huang Library.

CALL TO THE PUBLIC

BOARD MEMBER REPORTS

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

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

October 23, 2023 – Main Street Campus Media Center – 7:00 p.m.

MEMBERS PRESENT

Michelle Kritzman (*President*), Frank Zolenski (*Vice President*), John Meadows (*Treasurer*), Lisa McCully (*Secretary*), Lee Cole (*Trustee*) (*arrived at 7:08 p.m.*), Bob Henry (*Trustee*), and Laura Schwennesen (*Trustee*)

MEMBERS ABSENT

None

ADMINISTRATORS PRESENT

Superintendent, Tom DeKeyser, Director of Finance & Operations, Denise Kerrigan, MS/HS Principal, Jill Henry, Elementary Principal, Heidi Roy-Borland, Student Services Director, Melissa Heuker, and Communications and Human Resources Director, Maria Carter-Ewald.

OTHERS PRESENT

Staff, parents, and members of the community

CALL TO ORDER

At 7:05 p.m. by President Michelle Kritzman.

APPROVAL OF AGENDA

Motion to approve the agenda as presented made by Mrs. Kritzman; supported by Mr. Henry.

Ayes – 6; Nays – 0, motion carried

CALL TO THE PUBLIC

None

SPECIAL PRESENTATION

Joel Korson from Maner Costerian CPA briefed the Board on the 2022-2023 audit report. He walked the Board through the report sharing it was an unmodified audit. He also shared that the district's noncurrent liabilities declined \$2.4 million due to principal payments and premium amortization on outstanding bonds. Mr. Korson noted that the general fund balance is 6.1% but shared that figure is misleading due to one-time expenses that must be shown in the report.

SPECIAL PRESENTATION

Superintendent DeKeyser shared the district has been engaged in a facilities assessment with Kingscott and Clark. WLPS has completed many projects using the Sinking Fund however; other items (e.g., parking lots, HVAC, energy consumption, furniture, and potential redesigning of buildings) that are financially not captured by the Sinking Fund necessitate the need for a bond. He then introduced Brendon Pollard from Kingscott Associates and Becky Timberlake from Clark Construction Company.

Brendon Pollard from Kingscott Associates shared a list of goals and a timeline of expectations to meet for a Bond Steering Committee for an August 2024 Bond Planning Process. He also shared that the first meeting would be to discuss the purpose of the Committee, review assessment, review bonding capacity and millage impacts, and review options. Brendon Pollard and Becky Timberlake then answered all Board member questions.

STUDENT COUNCIL

Student Council President Natalie Meadows shared that students enjoyed the Homecoming events held earlier in October. She also updated Board members on upcoming events with students at the Middle/High School, and shared that the Student Council will begin planning for the holiday assembly at their next meeting.

COMMITTEE REPORTS

Mr. Meadows reported the Finance Committee met on October 9, 2023. He shared that they discussed the audit review, student enrollment, community recreation projects, theater seating, an energy bond, Adams Billboard and a presentation from Kingscott & Clark.

Mrs. Schwennesen reported the Executive Committee met earlier this evening. Topics of discussion included personnel updates, community engagement with Living Water Church, legislature bills in the state regarding evaluations and retirement changes, bond planning with Kingscott, and purpose for a Steering Committee.

Mr. DeKeyser added that the Bond Steering Committee should have no more than three board members, and will include staff, community, and parent involvement. He also shared that the first meeting is scheduled for November 6, 2023.

CONSENT ITEMS

Motion to approve the minutes from the September 18, 2023 Board of Education Regular Meeting was made by Mr. Henry; supported by Mr. Zolenski
Ayes – 7; Nays – 0, motion carried 7 – 0

Motion to approve fund transfer of \$612,607 in payments from Accounts Payable; further to approve the transfer of \$621,471 from Accounts Payable to cover the payrolls of September 15, 2023, and September 29, 2023 was made by Mr. Henry; supported by Mr. Zolenski

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

NEW BUSINESS

Altria Litigation Resolution

Motion to approve the resolution to accept the settlement amount and settle the Lawsuit against, the final Defendants, Altria and to authorize the Superintendent to sign settlement documents pertaining to the Altria Defendants on behalf of the District and to take such other action as necessary as prepared by Thrun Law Firm was made by Mrs. Kritzman; supported by Mr. Cole.

Roll call Vote: Mr. Henry – yes, Mrs. Kritzman – yes, Mrs. McCully – yes, Mr. Meadows – yes, Mrs. Schwennesen – yes, Mr. Zolenski – yes, Mr. Cole – yes
Ayes – 7; Nays – 0, motion carried 7 – 0

Approval of Theater Bleacher Replacement RFP

Motion to award the bid for the Theater Bleacher Replacement Project to Interkal, LLC for an amount not to exceed \$353,193 was made by Mr. Meadows; supported by Mrs. Schwennesen.

Mr. DeKeyser shared Kingscott's recommendation for Interkal LLC after conducting post bid interviews and receiving alternate modification pricing from all companies. He also shared the cafeteria will be shut down for safety reasons, and an electrical contractor will be needed for the final connections.

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

Adams Outdoors Proposal

Motion to approve the Superintendent to engage in contract negotiations with Adams Outdoors for an easement was made by Mrs. Schwennesen; supported by Mr. Cole.

Mr. DeKeyser updated the Board on the current contract, which expires in 2027 and shared that Adams Outdoors has proposed an easement for twenty years. He then answered all Board member questions and shared the final contract would be brought to the Board for approval.

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

SUPERINTENDENT'S REPORT

Superintendent DeKeyser shared the following;

- 1) High School News - Congratulations to our WLHS Principal, Mrs. Henry and staff for receiving the 2023 Silver AP School Honor Roll Award from the AP College Board, and to MS/HS Band & Music Teacher, Mrs. Fixler along with Mrs. Henry for being awarded a grant to expand programing and diversify the Arts curriculum.
- 2) WISD has been working on developing a CTE Program in Washtenaw County. The County has hired a Director who will begin in January 2024.
- 3) Updated Board members on the "My Future Fund" that was rolled out last year by the County.

OTHER INFORMATION

Personnel

The Board acknowledged the retirement of LouCinda Atkins, the resignation of Tiffany Ventura, and the hiring of Elizabeth McCullum, Marcela Geddes, Grace Spencer and Kara Laitila.

ANNOUNCEMENTS

The next Regular Meeting of the Board of Education will be held on Monday, November 13, 2023 at 7:00 p.m. in the High School Barb Huang Library.

CALL TO THE PUBLIC

None

BOARD MEMBER REPORTS

Mr. Zolenski shared that the WLHS Marching Band performed at a football game half-time show with Concordia University Ann Arbor, this past weekend.

Mrs. Kritzman announced the High School Drama Club will present "Clue" this Friday, October 27 through Sunday, October 29, 2023, and the Band-O-Rama Concert will be held on November 2 in the MS/HS Theater. She also announced the Education Foundation, Mom Prom fundraiser tickets will go on sale on November 1, 2023 and a Euchre Tournament fundraiser is scheduled for November 11, 2023.

ADJOURNMENT

Motion to adjourn the Regular Meeting at 8:31 p.m. made by Mrs. Schwennesen; supported by Mr. Henry.
Ayes - 7; Nays - 0, motion carried 7 - 0.

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

Date

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Whitmore Lake Public Schools
Business Office Transactions

For the Month Ending:
October 31, 2023

<u>Payroll Transactions</u>	October 13, 2023	\$ 315,887
	October 31, 2023	\$ 313,860
		<u>\$ 629,747</u>
 <u>Accounts Payable Transactions</u>		 <u>\$ 469,073</u>

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Whitmore Lake Public Schools

BOARD OF EDUCATION 2024 Meeting Schedule

Whitmore Lake Public Schools
8845 Main Street
Whitmore Lake, MI 48189
(734) 449-4464

If a BOE meeting will need to be conducted virtually, a link to join the meeting will be posted on the District website under Featured Info & Events.

			LOCATION
January 15, 2024	Organizational/Reg. Mtg	7:00 p.m.	High School
February 12, 2024	Regular Meeting	7:00 p.m.	High School
March 18, 2024	Regular Meeting	7:00 p.m.	High School
April 8, 2024	Regular Meeting	7:00 p.m.	High School
May 13, 2024	Regular Meeting	7:00 p.m.	High School
June 10, 2024	Budget Hearing /Reg. Mtg	6:00 p.m.	High School
June 24, 2024	Regular Meeting	6:00 p.m.	High School
July 15, 2024	Regular Meeting	6:00 p.m.	Main Street Campus
August 19, 2024	Regular Meeting	6:00 p.m.	High School
September 16, 2024	Regular Meeting	7:00 p.m.	High School
October 21, 2024	Regular Meeting	7:00 p.m.	High School
November 11, 2024	Regular Meeting	7:00 p.m.	High School
December 16, 2024	Regular Meeting	7:00 p.m.	High School

Upon request to the Superintendent, the District shall make reasonable accommodations for a person with disabilities to be able to participate in these meetings.

Please note the location is subject to change. View wlps.net for location update.

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**Whitmore Lake Public Schools
Budget Performance Reports
October 31, 2023**

Revenue	Actual	Adopted Budget	Remaining Budget	% Used/Rec'd
Fund 11 - General Fund Revenue	\$1,110,937	\$14,390,733	\$13,279,796	7.72%
Fund 23 - Comm Rec Revenue	\$52,467	\$569,000	\$516,533	9.22%
Fund 25 - Food Service Revenue	\$112,575	\$407,500	\$294,925	27.63%

Expenditures	Actual	Adopted Budget	Remaining Budget	% Used/Rec'd
Fund 11 - General Fund Expenditure	\$2,717,890	\$14,170,488	\$11,452,598	19.18%
Fund 23 - Comm Rec Expenditure	\$117,163	\$444,000	\$326,837	26.39%
Fund 25 - Food Service Expenditure	\$131,293	\$431,200	\$299,907	30.45%

Audited Fund Balance 6-30-2023

Fund 11 - General Fund	\$885,318
State Aid Note	\$1,898,640
Fund 23 - Community Recreation	\$237,568
Fund 25 - Food Service	\$124,453