



**BOARD OF EDUCATION
REGULAR MEETING**
October 25, 2021 — 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, October 25, 2021 – 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

Jamie Meadows will present the student council report.

COMMITTEE REPORTS

CONSENT ITEMS

Approval of minutes from the September 20, 2021 Board of Education Regular Meeting, the September 20, 2021 closed session (to be handed out at the meeting), and the October 18, 2021 Workshop Meeting. **(Attachment 1)**

Approve fund transfer of \$306,406 in payments from Accounts Payable as per attachment 2; further, to approve the transfer of \$469,510 from Accounts Payable to cover the payrolls of September 15, 2021 and September 30, 2021. **(Attachment 2)**

NEW BUSINESS

Copier Purchase

Motion to approve the purchase of four new copiers from Cannon for an amount not to exceed \$35,000.

Approval of Facilities RFP

Motion to select an architect/construction manager and approve proposal to complete a facilities and program assessment for Whitmore Lake Public Schools.

Off-Schedule Payments

Motion to approve employee off-schedule payments in the amount not to exceed \$60,000.

Financial Report

Attachment 3 contains the Budget Performance Report for September 30, 2021. Director of Finance & Operation, Denise Kerrigan will update the Board with information regarding the financial report.

SUPERINTENDENT'S REPORT

OTHER INFORMATION

Personnel

Elementary Teacher, Catherine Schneider and High School Teacher, LuAnn Easlick have submitted their letters of retirement. They will retire at the end of the 2021-22 school year. (**Attachment 4**)

The following people have submitted their resignations; Elementary Behavior Specialist, Kraig Harrision, ECC Head Start Paraprofessional, Meghan Kelley, and ECC Head Start Teacher, Abigail Witchey.

The following people have accepted employment with a start date in October 2021 as; Kids Club Supervisor, Tiffany Ventura, Head Start Teacher, Abigail Adams, Elementary Behavior Specialist, Jacqueline Victor, and Community Recreation, Jennifer Mackool, Amy McCollough, and Sami Khalil.

Mary Murphy has accepted the part-time English Learner Tutor with a start date of October 8, 2021. This position has an hourly pay rate of \$20, for up to 14 hours per week.

MHSCA Award

The Michigan High School Athletic Coaches Association, the professional organization of school coaches and athletic directors (MHSCA), has selected, posthumously, Mr. Brent Harvey, Coach of the Year in the sport Girls Wrestling. (**Attachment 5**)

ANNOUNCEMENTS

The next Regular Meeting of the Board will be held on Monday, November 8, 2021 at 7:00 p.m. in the High School.

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
September 20, 2021 – High School Theater – 7:00 p.m.

MEMBERS PRESENT	John Meadows (<i>President</i>), Michelle Kritzman (<i>Vice President</i>), Laura Schwennesen (<i>Treasurer</i>), Lisa McCully (<i>Secretary</i>), Lee Cole (<i>Trustee</i>), and Frank Zolenski (<i>Trustee</i>)
MEMBERS ABSENT	Bob Henry (<i>Trustee</i>)
ADMINISTRATORS PRESENT	Superintendent, Tom DeKeyser, Director of Finance & Operations, Denise Kerrigan, MS/HS Principal, Jill Henry, Elementary Principal, Heidi Roy-Borland, and Student Services Director, Melissa Heuker
OTHERS PRESENT	Staff, parents and members of the community
CALL TO ORDER	At 7:00 p.m. by President John Meadows.
APPROVAL OF AGENDA	<i>Motion to approve the agenda as presented made by Mr. Meadows; supported by Mrs. Kritzman.</i> Ayes – 6; Nays – 0, motion carried
CALL TO THE PUBLIC	None
SPECIAL PRESENTATION	Jeff Straus from Manner Costerisan CPA’s briefed the Board on the 2020-2021 audit report. He walked the Board through the report and shared there were no significant findings. He also shared the district spending has stayed consistent over the past three years and was able to purchase a new truck and plow, and replace ductwork in pool area. Mr. Straus noted that the additional Federal funding received do to COVID-19, has helped increase the general fund balance to 10.63%.
STUDENT COUNCIL	Student Council President, Jamie Meadows shared all the events planned for Homecoming with the Board.
COMMITTEE REPORTS	Mrs. Schwennesen shared the Executive Committee met on September 9, 2021. Topics included personal issue, negotiation matters, and RFP updates.
CONSENT ITEMS	<i>Motion to approve the minutes from the August 23, 2021 Board of Education Regular Meeting was made by Mr. Meadows; supported by Mr. Zolenski.</i> Ayes – 6; Nays – 0, motion carried 6 – 0 <i>Motion to approve fund transfer of \$427,056 in payments from Accounts Payable; further to approve the transfer of \$360,133 from Accounts Payable to cover the payrolls of August 13, 2021, and August 31, 2021 made by Mr. Meadows; supported by Mr. Zolenski.</i> Ayes – 6; Nays – 0, motion carried 6 – 0
NEW BUSINESS <i>Personnel</i>	<i>Motion to approve the hire of Susie Cho as an Elementary Teacher for the Montessori Magnet Program for the 2021-2022 school year was made by Mr. Cole; supported by Mrs. McCully.</i> Ayes – 6; Nays – 0, motion carried 6 - 0
<i>WLPS Course Catalog</i>	<i>Motion to approve the Whitmore Lake Public Schools student course catalog was made by Mr. Cole; supported by Mrs. McCully.</i>

Superintendent DeKeyser updated the board regarding the courses and answered all Board member questions.

Ayes – 6; Nays – 0, motion carried

SUPERINTENDENT'S REPORT

Mr. DeKeyser shared the following:

- 1) A request for proposal was written and posted asking for an assessment of the buildings inside and out for future projects. We will need an ad-hoc committee to be involved in the interviewing.
- 2) Staffing update – Transportation and Maintenance/custodians are okay, we're also able to bring in staff from EduStaff to fill in the voids.

OTHER INFORMATION

The Board acknowledged all other information.

ANNOUNCEMENTS

The next Regular Meeting of the Board of Education will be held on Monday, October 18, 2021 at 7:00 p.m. in the High School.

CALL TO THE PUBLIC

None

BOARD MEMBER REPORTS

Mrs. Kritzman announced the Education Foundation will host a Cornhole tournament at the Rod N' Gun Club at 1:00 p.m. on October 9, 2021 for the Teacher Amazon Wish List fundraiser. She also noted all teacher grant applications are due to the Education Foundation by November 5, 2021.

Mr. Cole shared he attended the Northfield Township Park & Rec committee meeting on September 16, 2021 and heard the Township Board has approved up to 10,000 for the committee to hire a planner to create the park by the post office.

CLOSED SESSION

Motion to adjourn into closed session meeting at 7:58 p.m. (with a 5 minute break) to discuss a personnel matter and contract negotiations was made by Mr. Meadows; supported by Mr. Cole. Roll call vote: Mrs. Kritzman – yes, Mrs. McCully – yes, Mr. Meadows – yes, Mrs. Schwennesen – yes, Mr. Zolenski – yes, Mr. Cole – yes.
Ayes – 6; Nays – 0, motion carried 6 - 0

Call to Order

Open session called to order at 8:48 p.m. by President John Meadows

ADJOURNMENT

Motion to adjourn the Regular Meeting at 8:48 p.m. made by Mr. Meadows; supported by Mrs. Kritzman.
Ayes - 6; Nays - 0, motion carried 6 - 0.

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

Date



Whitmore Lake Public Schools
BOARD OF EDUCATION
Workshop Meeting Minutes
October 18, 2021 – Administration Office – 7:00 p.m.

MEMBERS PRESENT	John Meadows (<i>President</i>), Michelle Kritzman (<i>Vice President</i>), Laura Schwennesen (<i>Treasurer</i>), Lee Cole (<i>Trustee</i>), Bob Henry (<i>Trustee</i>), and Frank Zolenski (<i>Trustee</i>) arrived at 7:10 p.m.
MEMBERS ABSENT	Lisa McCully (Secretary)
ADMINISTRATORS PRESENT	Superintendent, Tom DeKeyser, and Director of Finance & Operations, Denise Kerrigan
OTHERS PRESENT	None
CALL TO ORDER	At 7:00 p.m. by President John Meadows.
APPROVAL OF AGENDA	<i>Motion to approve the agenda as presented made by Mr. Meadows; supported by Mrs. Schwennesen.</i> Ayes – 5; Nays – 0, motion carried
CALL TO THE PUBLIC	None
NEW BUSINESS <i>Facilities RFP</i>	The Board reviewed the architect and engineering proposals received.
ANNOUNCEMENTS	The next Regular Meeting of the Board of Education will be held on Monday, October 25, 2021 at 7:00 p.m. in the High School.
CALL TO THE PUBLIC	None
BOARD MEMBER REPORTS	Mr. Henry shared Senator Theis has now proposed vouchers and tax credits to fund non-public schools.
ADJOURNMENT	<i>Motion to adjourn the Regular Meeting at 8:17 p.m. made by Mr. Meadows; supported by Mrs. Schwennesen.</i> Ayes - 6; Nays - 0, motion carried 6 - 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:
September 30, 2021

<u>Payroll Transactions</u>	September 15, 2021	\$	214,454
	September 30, 2021	\$	255,056
		\$	<u>469,510</u>

<u>Accounts Payable Transactions</u>		\$	<u>306,406</u>
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**Whitmore Lake Public Schools
Budget Performance Reports
September 30, 2021**

Revenue	Actual	Adopted Budget	Remaining Budget	% Used/Rec'd
Fund 11 - General Fund Revenue Totals	\$79,354	\$11,084,813	\$11,005,459	0.72%
State Aid Note (SAN)	\$1,493,259			
	\$1,572,613			
Fund 23 - Comm Rec Revenue Totals	\$34,968	\$462,040	\$427,072	7.57%
Fund 25 - Food Service Revenue Totals	\$54,642	\$375,350	\$320,708	14.56%

Expenditures	Actual	Adopted Budget	Remaining Budget	% Used/Rec'd
Fund 11 - General Fund Expenditure Totals	\$1,978,245	\$10,520,917	\$8,542,672	18.80%
Fund 23 - Comm Rec Expenditure Totals	\$51,871	\$320,600	\$268,729	16.18%
Fund 25 - Food Service Expenditure Totals	\$76,118	\$325,800	\$249,682	23.36%

Audited Fund Balance 6-30-2020

Fund 11 - General Fund	\$1,053,362
Fund 23 - Community Recreation	\$211,857
Fund 25 - Food Service	\$85,810

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514 Lane St.
Chelsea, MI 48118
October 8, 2021

Mr. Tom DeKeyser, Superintendent
Whitmore Lake Public Schools
8845 Main St.
Whitmore Lake, MI 48189

Dear Mr. DeKeyser,

When I was hired to teach in my hometown, I never imagined that I would teach in the district for as long as I have. I have lived my life as a Trojan and I have enjoyed nearly every moment. It is, however, time for me to bid goodbye. I will miss being a member of the faculty at Whitmore Lake Elementary School. It was a privilege to serve this community. Please accept this letter as my resignation for the purpose of retirement effective the last teacher work day of the 2021-2022 school year, June 9, 2022.

Sincerely and respectfully,

A handwritten signature in cursive script that reads "Catherine M. Schneider".

Catherine M. Schneider

701 Tickner St.
Linden, MI

October 11, 2021

Tom DeKeyser, Superintendent
Whitmore Lake Public Schools
Whitmore Lake, MI

Dear Tom,

This letter is to declare my resignation as of the end of the 2021-2022 school year with the Whitmore Lake Public Schools. I have already informed, as of today, this intent to Jill Henry. I am hoping that this knowledge will allow the school to better prepare for my replacement.

It has been my privilege and pleasure to spend the last 26 years with you and the staff at Whitmore Lake High School. I am hoping that we will be able to work together in other ways in the future. Until then, I am focused on this year and the students who are entrusted to me.

What a great adventure it has been! I have loved it all.

Fondly

LuAnn Easlick
Social Studies Teacher
Whitmore Lake High School

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Jim Okler, Executive Director
Cell: 734-223-8490

854 Marshall Street, Portland, MI 48875
E-mail: mhsca1954@gmail.com

Mark F. Holdren, Exec. Secretary
Cell: 517-526-4575

9/27/2021

Executive Board

Executive Director:

James M Okler, CMAA

Executive Secretary:

Mark F. Holdren

President:

Debbie Williams-Hoak

1st Vice President

Darrin Millar

2nd Vice President

Ron Landfair

3rd Vice President

Dave Kowalski

Past President

Ted McIntyre

Executive Committees

Rich Tompkins Multi-Sport

Athlete Award

Larry Merx

Service Award

Mike Jolly

Constitution

Kim Salisbury

Finance

Steve Porter, Darrin Millar &
Sue Miller

Diversity

Ron Landfair

Member Associations

MIAAA: Athletic Directors

MHSBCA: Baseball

BCAM: Basketball

MHSBCA: Bowling

CCCAM: Competitive Cheer

MHSFCA: Football

MIGCA: Golf

MHSGCJA: Gymnastics

MHSCA-Ice Hockey

MHSLCA: Men's Lacrosse

MWLCA: Women's Lacrosse

MHSSCA: Skiing

MHSSCA: Softball

MISCA: Swimming & Diving

MHSTeCA: Tennis

MITCA: Track & Field &
Cross Country

MIVCA: Volleyball

MWA: Wrestling

Whitmore Lake Schools, Mr. Brent Harvey Named Michigan High School Athletic Coach Association Coach of the Year

Belleville MI, September 2021 – The Michigan High School Athletic Coaches Association, the professional organization of school coaches and athletic directors (MHSCA), has selected Mr. Brent Harvey of Whitmore Lake Schools as Michigan High School Athletic Coaches Association Coach of the Year. The award will be presented posthumously to Mrs. Brittany Denam, Coach Harvey's daughter on November 7, 2021 at the Ramada Lansing Hotel & Conference Center, 7501 West Saginaw Highway, Lansing, MI at the MHSCA Winter Awards Luncheon in which over 28 coaches and athletic directors will participate.

Congratulations to Whitmore Lake Schools and Mr. Brent Harvey, the Girls Wrestling coach, at your school has been selected as a State Coach of the Year. The selection and nomination for these awards comes from your coach's constituent sport association and through the Michigan High School Coaches Association.

The MHSCA selection of Mr. Harvey from Whitmore Lake schools reflects positively on what he gave to his school and community. Coach of the Year selections has been based on the performance of their program over the years and/or their contribution to the sport, school, and community. These were some of the criteria to determine your selection. It is indeed an honor to have been selected as Michigan High School Athletic Coaches Association Coach of the Year in the sport Girls Wrestling from the entire State of nominees.

The MHSCA is a – 66-year-old association with nearly 35,000 members serving as athletic administrators, and all levels as coaches in numerous high schools and junior high/middle schools throughout the Great State of Michigan. The Michigan High School Coaches Association, works to promote the educational value of interscholastic athletics and the role of athletic administrators and coaches. The MHSCA are very proud to spotlight Brent Harvey and his family accepting his award – a person whose work and values best mirror those of the association.

For further information or tickets contact:
MHSCA Executive Director, Mr. James Okler, CMAA
Email: MHSca1954@gmail.com Cell: (734) 734-223-8490

Or

MHSCA Executive Secretary, Mr. Mark Holdren
Email: mholdren.11@gmail.com Cell: (517) 526-4575