

**WHITEFORD SCHOOLS
OTTAWA LAKE, MICHIGAN 49267**

February 12, 2024

Call to Order / Pledge of Allegiance / Roll Call

A regular meeting of the Whiteford Agricultural School Board of Education was called to order at 6:00 p.m. by Board President Shane Hillard on February 12, 2024. The Pledge of Allegiance was led by Mr. Hillard. Present were Shane Hillard, Mike Iott, Dave Dixon, Janelle Young, Jeff Bunge, and Jason Vida. Kristi Mock was absent.

Also present were Superintendent Scott L. Huard, Director of Finance & Business Services Marisa Tebbe-Cousino, Director of Human Resources Cathy Machcinski, MS/HS Principal Jeremy Fielder, Assistant Principal/Athletic Director Jeremy Simmons, and Director of Transportation & Buildings and Grounds Charlie Butz. There were 14 visitors present.

Approval of Agenda

A motion was made by Jeff Bunge, seconded by Dave Dixon, to amend the February 12, 2024, Regular Meeting Agenda to include new item f. Adopt Resolution – 2023-2024 Budget Amendments and new item g. Meal Charge Policy and approve as amended. Motion approved – 6 yes (1-absent/Mock).

Public Comment

A representative from The Growing Tree Preschool spoke regarding the possible Young 5 Program at Whiteford. They support this program but if it was put in place this upcoming school year, it would affect their enrollment.

Two Whiteford students attended the meeting and expressed their support of the proposed golf program at Whiteford. They stated it would be a great way to stay active and promote comradery.

Special Presentations

Student Participation – Miss Aubrie Simmons attended the meeting and updated the board on the latest student activities as follows:

- Winterfest week was awesome. Each day was a separate theme, and they ended the week with an assembly. Mr. and Miss Whiteford (Noah Stevens and Ann Schober) were crowned during halftime at the men's basketball game against rival Summerfield on February 2nd. Their formal dance was held the next day on Saturday.

Leski Wittman Insurance Agency Staff Member of the Month – Superintendent Huard recognized Jay Yockey, HS Social Studies Teacher, as January Staff Member of the Month. Mr. Yockey was nominated by Marsha Groll. Chris MacMillan of the Leski Wittman Insurance Agency attended the meeting and presented Jay with a \$100 gift card. Superintendent Huard warmly congratulated Mr. Yockey, read from Mrs. Groll's nomination form and shared that Jay is a dedicated teacher, coach, advisor, mentor, and colleague. He goes above and beyond to give his students the best Bobcat experience possible.

Strategic Plan Enrollment Vision Update – Superintendent Huard presented a refresher of Whiteford's current Strategic Plan as a means of keeping the district's values and goals at the forefront of every decision made by the Board of Education. Additionally, Mr. Huard reminded the board that as they make decisions, they are not only for the kids but for the district as well.

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The Nutrition Group – Food Service Report (January) – Karen Winkler, Director of Food and Nutrition of The Nutrition Group, attended the meeting and shared a brief slideshow outlining ideas on how they want to partner better with our school. She also presented each board member with a special gift.

Correspondence

There was no correspondence.

Consent Agenda

A motion was made by Dave Dixon, seconded by Janelle Young, to approve the following consent agenda items as presented:

- a. Minutes of the January 8, 2024, Organizational/Regular Meeting
- b. Treasurer's Report (January 2024) and Check Register (January 2024)

Motion approved – 6 yes (1-absent/Mock).

Administrative Reports

Director of Finance & Business Services – Mrs. Tebbe-Cousino:

- W2 preparation is complete and were sent out by January 31. Still working on the 1095's (health care) and they will be mailed by the end of February to meet the deadline.
- Annual café onsite review was completed by the February 1st deadline
- Applying for a grant that will reimburse the district for student negative balances at the end of last year that were written off. This requires a School Meal Charge Policy approval by the board.
- Went over the 2023-2024 budget adjustment/amendments

Director of Human Resources – Mrs. Cathy Machcinski:

- 2nd Administrative Assistant Workshop will be held Friday February 16th
- CRDC report is complete. Mrs. Machcinski took a moment and publicly thanked the office administrative assistants for all their hard work in their part of this collection (student records).
- Completed the change in insurance carriers at record speed. We can now add new staff electronically, which saves time and paperwork.
- Working with the technology department to learn/implement processes and procedures
- Updated some sections of the Finance Manual – ready to roll these out this week
- Redrover (absence reporting) is still receiving all positives regarding the new system; participating in Webinars on Timekeeping piece of software.
- Employee Handbook is still in process

Elementary School – Mr. Huard:

- Great team of people in the elementary building
- Had "Fist Bump Friday" where Mr. Huard went to all classrooms and expressed fists were for kindness and not for harm. This was impactful and the students thoroughly enjoyed the "kindness fist bumps".

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Administrative Reports Continued....

- Mrs. Alisha Hixson (MISD) has started as the new Speech Pathologist. She is replacing Ms. Bree Kareha who resigned. Mrs. Hixson has over 10 years of experience.
- There has been an outbreak of strep in the elementary building. Teachers have been reinforcing to students the importance of good hygienic practices and to cover coughs and sneezes. Additionally, the custodial service has been taking extra steps to ensure the cleanliness of all classrooms.
- Spring picture day is fast approaching and will be on Friday, February 23rd
- Teacher Takedown, Student Council fundraiser, starts February 20. This is like penny wars. The winners get to "take the teacher down" and plan the afternoon activities.
- Spring Count Day is Wednesday, February 14th
- Parent/Teacher Conferences are February 20th 12-3pm
- Kindergarten Roundup is earlier this year and will be held March 14th from 1-7pm. Communication has been provided to families regarding requirements for entry into Kindergarten. This information is also available on our school website.

Middle/High School – Mr. Jeremy Fielder:

- Started content recovery for 8th grade students. Will use virtual learning to work on their content recovery. If it goes well, they will expand to 7th grade students.
- Peer to peer tutoring is ongoing – really making a difference for some students
- FFA programs rocked it at the January 31st leadership competition in Saline. Eight teams pushed through to Regionals.
- Regionals were last week. It was a historic night with every team and individual moving on to the State Level Competition.
- Winterfest was a great week. Middle school had a separate pep assembly thanks again to Mrs. Deising.
- Working on PLC's for February 16th Teacher Professional Development Day
- Spring sports are right around the corner

Assistant Principal/Athletic Director – Mr. Jeremy Simmons:

- Mr. Ben Avis was named the Toledo National Football Foundation Assistant Coach of the Year, and Mr. Jay Yockey received Track & Field Regional Coach of the Year award.
- Ryin Ruddy was one of 10 student-athletes from Class C and D member schools to receive scholarships through the MHSAA/Farm Bureau Insurance Scholar-Athlete Award program
- Hall of Fame night on February 2nd - 13 athletics were inducted into the Hall of Fame
- Districts starting for competitive cheer and right around the corner for our basketball teams
- Presented a slide show to the Board outlining his request to add women's/men's golf to the spring athletic program at no cost to the district for the Spring 2024 season.

Transportation & Buildings and Grounds – Mr. Charlie Butz:

- Worked on budget adjustments.
- Spent a lot of time on Series III Projects for the Bond – out for bid right now.
- Starting to ramp up for Spring sports.

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Superintendent's Report

1. Spring Sport Coaching Assignments – Noted a memo from AD Jeremy Simmons outlining the current spring sports coaching assignments. We currently have two coaching positions that are pending Board approval tonight (Assistant Softball Coach and Assistant Baseball Coach).

2. Volunteer Coach Appointments – The following have been appointed as volunteer coaches:
 MS/HS Football Alexander LipkaAssistant Coach, M/HS
 HS Track..... Mark JohnsonAssistant Coach, HS

3. Gifts/Donations: Recent donations to the district include:
 Linda Vesey-Connors \$1,500.....Whiteford Seniors Scholarship Fund

4. MASB Board of Directors Vote – Reviewed informational sheets provided by MASB (Michigan Association of School Boards) regarding the candidates who are up for election to the MASB Board of Directors in our region, (Region 7).

5. Bond Resolution – Series III Approval – Reviewed a resolution prepared by Thrun Law Firm pertaining to the 2024 School Building and Site Bonds, Series III. The principal sum of the bonds to be issued will not exceed \$2,975,000.

6. Recommendation to Approve Men's/Women's Golf – Assistant Principal/Athletic Director Jeremy Simmons is recommending the addition of Men's/Women's Golf to the Whiteford Athletics Program. For the spring of 2024, there will be no cost to the district. Beginning with the fall 2024 and/or the spring of 2025 the cost associated would be covered with general funds and golf student activity funds.

7. FFA Leadership Contests – Shared the results from January 31st District contests. The night was a great showcase of our Whiteford FFA Talent, and it speaks volumes for the work that teachers put into our students as well. Students noted in red advanced to the Regional Contest on Wednesday, February 7th.

Middle School (8thgrade)

<u>Jr High Conduct of Meeting</u>	<u>Jr High Public Speaking</u>	<u>Creed Speaking</u>
JHCM Team Blue- 2ND PLACE GOLD/ 4 TEAMS Jade Olrich, Rilee Ingram, Maylie Mullins, Carley Schlatter, Maddox Diesing, Allison Griffith, Alvea Olson	Ketra Cole- 2ND PLACE GOLD/ 6	Eva Suchora- 5TH PLACE/10 Carolyn Mohler - 6TH PLACE/ 10
JHCM Team Gold- 4TH PLACE SILVER/4 TEAMS Molly Vida, Ava Butz, Rory Vida, Breslin Wing, Tori Anthony, Peyton Welch, Julianna Hall		

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Superintendent's Report Continued....

High School

<u>Ag Issues</u>	<u>Greenhand Public Speaking</u>	<u>Prepared Public Speaking</u>	<u>Job Interview</u>	<u>Greenhand Conduct of Meetings</u>	<u>Demonstration</u>
<u>AEWR - 1st PLACE GOLD /9 teams</u> Kenzie Gray, Zach Kahn, Margo Thomas, Reagan Wing, Brooklyn Mills, Ava Fielder, Alaina McClain <u>Zoning Change to State Level on Green Energy Projects- 2ND PLACE GOLD/9 TEAMS</u> Garrett Schaimo, Jenna Frye, Mallory Bahis, Lana Consear <u>Net Pen Aquaculture in Great Lakes 4TH PLACE GOLD/9 TEAMS</u> Bailey Spradling, Addeson Cousino, Allison Turvey, Briar Wing, Samantha Smith-Emerson	Braelynn Chioffi - 2 ND PLACE GOLD/8 Avery Kobold -4 TH PLACE SILVER/8 Piper Krajcar- 5 TH PLACE SILVER/8	Zoe Stanger (Summerfield)- 1 ST PLACE GOLD/ 6	Aubrie Simmons- 1 ST PLACE GOLD/ 13 Hailey Stoops- 12 TH PLACE SILVER/13	<u>Gold- 1ST PLACE GOLD/ 9 TEAMS</u> Cooper Diesing, Brek Ruddy, Tre Eitnlear, Leah Williams, Theo Joerin, Jess Saylor, Austin Bauman <u>Blue- 4TH PLACE GOLD/9 TEAMS</u> Kayla Luse, Sophia Kahn, Isabelle Guilliam, Laney Pirrone, Delaney Durocher, Savannah Seevers, Aubry Spohn <u>White- 5TH PLACE SILVER/9 TEAMS</u> Avy Wood, Sierra DeBarr, Jason McCullough, Gus Bieber, Ava Stevens, Austin Biltau, Ryan Thomas	Isabel Lehsten and Lily Biltau 6 TH PLACE SILVER/11 TEAMS Leah Wright and Sage Johns 8 TH PLACE SILVER/11 TEAMS

8. Announcements/Reminders/Informational Items:

- February 16 No School - Teacher Professional Development
- February 19 No School - Presidents Day
- February 20 Elementary Student Council "Teacher Takedown" Fundraiser
- February 20 Early Release Elementary 10:55am; MS/HS 11:05am
- February 20 Parent-Teacher Conferences 12-3pm
- February 20 5th Grade Spelling Bee
- February 20 WPA Meeting 6pm Elementary Cafeteria
- February 21 5th Grade Mini Society
- February 23 Elementary Spring Pictures
- February 27 5th Grade Mini Society
- February 28 FFA Field Trip: State Convention MSU
- February 20 Portrait of a Graduate Committee Mtg 5:30pm Board Room
- March 1 Elementary WPA Read-a-Thon Starts
- March 5 Whiteford Recreation Meeting 7 pm MS/HS Media Center
- March 8 5th Grade: DARE Graduation
- March 11-15 Washington DC Trip
- March 14-15 Field Trip: K-5th Crowell Opera House
- March 15 HS Spring Musical 7:30pm HS Gym
- March 16 HS Spring Musical 7:30pm HS Gym
- March 17 HS Spring Musical 2:30 HS Gym

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Superintendent's Report Continued....

- March 22 End of 3rd Marking Period
- March 22 Early Release Elementary 10:55am; MS/HS 11:05am
- Mar. 23-April 1 Spring Break
- March 31 Easter
- April 1 No School - Easter Break
- April 2 Whiteford Recreation Meeting 7 pm MS/HS Media Center
- April 10 State Testing Day

Approval of NEOLA Board Policy Updates (Second Reading)

Superintendent Huard reviewed Board Policy updates as noted below:

1. Policy 0122 Board Powers (Update)
2. Policy 1420 School Administrator Evaluation (Update)
3. Policy 3120 Employment of Professional Staff (Update-Effective 7/1/24)
4. Policy 3130 Assignment and Transfer (Update-Repeal 6/30/24))
5. Policy 3130.01-R Placement (**New-Effective 7/1/24**)
6. Policy 3131 Reduction and Recall of Teachers (Repeal-Effective 6/30/24)
7. Policy 3131.01-R Reduction in Force and Recall (**New-Effective 7/1/24**)
8. Policy 3139 Teacher Discipline (Remove Immediately)
9. Policy 3139.01 Professional Staff Discipline (**New-Effective Immediately**)
10. Policy 3142 Probationary Teachers (Update)
11. Policy 3220 Professional Staff Evaluation (Update)
12. Policy 6520 Payroll Deductions (Update)
13. Policy 2624.01 Union Activity and Representation (**New-Effective Immediately**)
14. Policy 3120.04 Employment of Substitutes (Update)
15. Policy 4120.04 Employment of Substitutes (Update)
16. Policy 3142.01-R Non-Renewal (**New-Effective 7/1/24**)
17. Policy 3140 Termination and Resignation (Update)

A motion was made by Janelle Young, seconded by Mike Iott, to approve the revisions to the NEOLA Board policies as presented. Motion approved – 6 yes (1-absent/Mock).

Bond Project – Elementary/Athletic Upgrades

Superintendent Huard, Mr. Butz, and members of the Board Ad Hoc Committee provided an update on the latest Elementary/Athletic Upgrades. Matt VanBrandt (Head Softball Coach) and Terry Pant (Head Baseball Coach) were in attendance to answer questions of the Board.

Recommendation to Hire Assistant Softball Coach

A motion was made by Jason Vida, seconded by Mike Iott, to hire Lynn Hammerstrom as Assistant Softball Coach through EduStaff at the rate of \$1,600 per the terms of the 2023-2025 WEA Mater Agreement and contingent upon favorable previous employer conduct and FBI/State of Michigan background checks. Motion approved – 6 yes (1-absent/Mock).

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Recommendation to Hire Assistant Baseball Coach

A motion was made by Janelle Young, seconded by Dave Dixon to hire Nick Guthrie as the Assistant Baseball Coach through EduStaff at the rate of \$1,600 per the terms of the 2023-2025 WEA Master Agreement and contingent upon favorable previous employer conduct and FBI/State of Michigan background checks. Motion approved – 6 yes (1-absent/Mock).

MASB Board of Directors Vote

A motion was made by Jeff Bunge, seconded by Mike Iott, to vote candidate Dale Wingerd to the MASB Board of Directors for Region 7. Motion approved - 6 yes (1-absent/Mock).

Adopt Resolution – 2024 School Building and Site Bonds, Series III

A motion was made by Mike Iott, seconded by Dave Dixon, to approve the 2024 School Building and Site Bonds, Series III resolution. The principal sum of the bonds to be issued will not exceed \$2,975,000. Motion approved - 6 yes (1-absent/Mock).

Recommendation to Approve Men's/Women's Golf

A motion was made by Jeff Bunge, seconded by Dave Dixon, to approve the addition of Men's/Women's Golf to Whiteford Agricultural School District's team sports repertoire beginning in spring 2024 at no cost to the district for the Spring 2024 season. Motion approved – 6 yes (1-absent/Mock).

Recommendation for Bond Project (Elementary/Athletic Upgrade) Pre-Qualifying Application

A motion was made by Mike Iott, seconded by Jason Vida, to authorize the Superintendent to construct a pre-qualifying application (PQA) to be submitted to the Department of Treasury for a potential August 2024 zero mill extension bond election. Motion approved - 6 yes (1-absent/Mock).

Adopt Resolution – 2023-2024 Budget Amendments

A motion was made by Dave Dixon, seconded by Janelle Young, to adopt the 2023-2024 Budget Amendments Resolution as presented. Motion approved – 6 yes (1-absent/Mock).

Adopt Meal Charge Policy

A motion was made by Mike Iott, seconded by Janelle Young, to adopt the Meal Charge Policy as presented. Motion approved – 6 yes (1-absent/Mock).


Board of Education Concerns and/or Reports


Jeff Bunge inquired if a decision needed to be made soon regarding a Young 5's program at Whiteford due to the impact it would have on the current enrollment for The Growing Tree Preschool for their upcoming school year.

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Adjournment

The meeting adjourned at 8:27 p.m.

Minutes approved , President

Minutes approved , Secretary