

**WHITEFORD SCHOOLS
OTTAWA LAKE, MICHIGAN 49267**

March 11, 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 6:03 p.m. by Board President Shane Hillard on March 11, 2024. The Pledge of Allegiance was led by Mr. Hillard. Present were Shane Hillard, Dave Dixon, Mike Iott, Jeff Bunge, and Kristi Mock. Janelle Young and Jason Vida were absent.

Also present were Superintendent Scott L. Huard, Director of Finance & Business Services Marisa Tebbe-Cousino, Director of Human Resources Cathy Machcinski, Elementary Principal Marcy Anderson, MS/HS Principal Jeremy Fielder, and Director of Transportation & Buildings and Grounds Charlie Butz. There were 7 visitors present.

Approval of Agenda

A motion was made by Dave Dixon, seconded by Jeff Bunge, to amend the March 11, 2024, Regular Meeting Agenda to include:

- Item 8 (Consent Agenda) add to a. "Approval of Minutes of the January 8, 2024, Closed Session"
- Item 11 (Old Business) new item "a. Bond Project – Elementary/Athletic Upgrades"
- Item 14 (Closed Session) additional purpose "Section 8-a "To consider the dismissal, suspension, or disciplining of, or to hear complaints or charges brought against, or to consider a periodic personnel evaluation of, a public officer, employee, staff member, or individual agent"

Approve as amended. Motion approved – 5 yes, (2-absent/Young and Vida).

Special Presentations

Student Council Update – Student Council Representative Ava Gorny attended the meeting on behalf of other officers away at DC or musical practice, and discussed the following MS/HS activities:

- On the planning end of their events this past month
- Student Council decided to bring back Battlecats (assembly of games, each grade competes against one another, winner at the end)
- Honoring teachers at Battlecats assembly and during the week leading up to Teacher Appreciation week, which is May 6, 2024, through May 10, 2024
- Begun planning annual field day
- Middle and High School students get to go outside last period (hour and half) and play games with their peers
- SPLT Assembly for Middle School students

Leski Wittman Insurance Agency Staff Member of the Month – Elementary teacher, Mrs. Jen Floyd, was recognized as Staff Member of the Month for February and was presented with a \$100 gift card by Chris MacMillan from the Leski Wittman Insurance Agency. She was nominated by Mrs. Groch, Mrs. Bowen, Mrs. Young, Mr. Winans, and Ms. Ehman. Mr. Huard read from the nomination forms, and added she consistently goes above and beyond to ensure the success of all. Mrs. Floyd is one of those truly amazing educators whose love and passion for students shows through everything she does.

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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.

Series III Bond Update – Mr. Brian Weber of Plante Moran Realpoint attended the meeting and presented a Dashboard update to the Board. Mr. Weber also touched base on Series III Renovations and the recommendation of the Series III Bond bid award.

Public Comment

There were no public comments.

Correspondence

There was no correspondence.

Consent Agenda

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

- a. Minutes of the February 12, 2024, Regular Meeting and January 8, 2024, Closed Session Meeting
- b. Treasurer's Report (February 2024) and Check Register (February 2024)
- c. Adoption of Resolutions – Opt Out (section 105) and Opt In (section 105c) Schools of Choice Program

Motion approved – 5 yes, (2-absent/Young and Vida).

Administrative Reports

Business Office – Mrs. Tebbe-Cousino:

- Property tax payments coming in steadily
- Completed 1095's and issued timely to employees by the February 28, 2024, due date and uploaded by March 1, 2024, per IRS regulations
- On February 22, 2024, had the annual surveillance review with Moody's Investor Service. A credit opinion was issued on March 6, 2024, to upgrade the district's Michigan issuer and general obligation unlimited tax rating to Aa3 from A1 (a one-step upgrade).
- On February 27, 2024, went through another rating engagement with Standard and Poor's in accordance with the upcoming Series 3 bond issuance. On March 4, 2024, we received our global rating letter and received an A+ rating (no change).
- Working on upcoming Food service management contract bid

Director of Human Resources – Mrs. Cathy Machcinski:

- Working on total compensation letters for staff that detail each staff member's total compensation and benefit costs for the calendar year. They will be sent out by the end of the month.
- Civil Rights Data Collection complete and certified even though there were processing issues on the state side
- Teacher certification letters went out February 21, 2024, reminding faculty members of the expiration dates of their teaching certificates. Looking into a similar annual notification to the transportation staff regarding CDL, and physical expirations.

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Administrative Reports Continued....

- Working with SET SEG (district insurance provider) and the Monroe ISD in an attempt to bring the district into compliance with Board Policy 8930 and our therapy dog "Derby"
- 27k Student Loan Repayment Program was introduced by MDE for eligible educators who owe federal student loans (and meet other eligibility requirements) to receive up to \$200/month. A meeting is set up with staff on Wednesday to go over the program. The deadline for the district to apply on behalf of eligible recipients is April 11, 2024.
- Public Employment Relations Act – Section 11a – new regulations went into effect on February 13, 2024, which require school districts to provide collective bargaining representatives with their employee's employment and contact information within 30 days of hiring and every 90 days thereafter

Elementary School – Mrs. Marcy Anderson:

- March is reading month. The whole school is reading "Stuart Little." Different people record a chapter, and it is uploaded to our website for families to listen and follow along at home.
- Guest readers who came to our school and read to some of the classrooms were State Representative William Bruck and Senator Joe Bellino. We also had a special visit from Ms. Kwas and therapy pony Bitsy who came to school to help Ms. Kwas tell the story "The Horse in Harry's Room".
- Shelia Hackbrath, who wrote the book "Lions Water", will be visiting our school
- Croswell Opera House Field Trip March 14, 2024 (1st, 3rd, 4th Grade), and March 15, 2024 (KG, 2nd, 5th Grade)
- March madness – vote on favorite picture books
- Bingo Sheets – different activities throughout the month – grand prize at the end of the month
- 4th grade wax museum is taking place this week in the elementary school cafeteria
- Kindergarten Round-Up is Thursday, March 14, 2024, from 1:00-7:00 p.m.
- Teacher Takedown Fundraiser (similar to penny wars) was a great success. Ms. Iott's 4th grade class won.
- 5th grade mini society showcased amazing new ideas this year
- 5th grade spelling bee. Hillary Miller was the winner.
- February 16, 2024, was Teacher Professional Development

Middle/High School – Mr. Jeremy Fielder:

- DC trip right now
- SPLT Team assembly went to county wide presentation and brought back a lot of good things
- 7th Grade Dare to start April 5, 2024
- Band – MS & HS received 2 rating, and MS & HS Choir last Friday received Division 1 rating at the MSVMA District 12 Choral Festival
- Musical this weekend, "High School Musical". Channel 11 highlighted two of our students, Dane DuVall and Jackie Schaefer, who sang a song from the musical.
- Battlecats and Funday – Tuesday May 8, 2024
- Mud Hens Field Trip is May 8, 2024
- Shared FFA State Competition results
- Spring count – Thanked Amanda for the great job she is doing with all things
- State Testing after Spring break
- American Red Cross Blood Drive is April 22, 2024
- Ms. Head has completed all meetings with students for next year's schedules
- In talks right now with UT for Direct College

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Administrative Reports Continued....

- Receiving a ton of donations for prom/after prom. Thanked Kristie Conard for her hard work.
- February 16, 2024, was Teacher Professional Development

Assistant Principal/Athletic Director – Mr. Scott Huard Reported for Mr. Simmons:

- Winter sports – what a great season – Basketball - Girls 13-10 and boys 17/9
- Competitive Cheer, in their second year, competed at Regionals
- Spring sports – 30 plus baseball players – 15 plus softball players – 60 plus track
- Golf started today – 12 students
- Booster raffle– selling Outdoorsman raffle tickets
- Boosters purchased a golf cart for \$4,400.00
- April 8, 2024, (Solar Eclipse) has a softball doubleheader. Coaches are taking the necessary precautions to keep the staff and players safe.
- Football (JV/Varsity) has a complete schedule for 2024-2025 season

Transportation & Buildings and Grounds – Mr. Charlie Butz:

- Today was the first day of Spring sports
- Started field maintenance
- Planning for the summer construction and moving people/offices
- Lining up budgetary items for the summer before the April 1, 2024, deadline
- Did a lot of work on the bond for the summer
- Short a sub bus driver now for transportation who was needed by another school district

Superintendent's Report

1. National Athletic Training Month – The National Athletic Training Month is held every March in order to spread awareness about the important work of athletic trainers. It is celebrated in recognition of the expertise and efforts of athletic trainers across the globe and is dedicated to all those who play a vital role in the development and health care of athletes at various levels. Whiteford Agricultural School District would like to recognize Alyssa McKenzie, AT, ATC, as our Athletic Trainer through 3DPT. Ms. McKenzie is in her third year as athletic trainer at Whiteford, and she is invaluable to our kids, this community, and this district. She is at middle school and varsity games, travels to away games and attends school events even when she is not contracted to. Her love for our kids cannot be stated loudly or greatly enough.
2. Update on Student Count – February count day was Wednesday, February 14th. Preliminary numbers at this time are 361 (334) elementary students, 196 (203) middle school students, and 267 (262) high school students, for a total of 824 (799). Last year's numbers are in () for reference.
3. 2024-2025 Monroe County Schools of Choice Program – The enrollment period for schools of choice opens on April 1, 2024. The deadline for application is June 28, 2024. The 1% yearly cap remains in place. Applications will be available on Monday, April 1st and can be obtained from the three district offices and on the district's website in the NEWS AND ANNOUNCEMENTS section as well as the NEW STUDENT REGISTRATION page.
4. 2024-2025 Athletic Count – Assistant Principal/Athletic Director, Jeremy Simmons, submitted the high school athletic count to the MHSAA. This year, our total count is 268 student athletes,

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Superintendent's Report Continued....

which is 4 more than last year. We are awaiting an official letter from the MHSAA which will notify us of our classification based on the numbers Mr. Simmons submitted. I will update the board next month after receiving the official notification from MHSAA.

5. Resignations – Mr. Ray Paige resigned from his position as assistant football coach effective February 22, 2024. Mr. Paige has served as the assistant football coach since 2023, and we appreciate all his hard work and dedication to our Bobcat football program.

Mrs. Kim DeSilvis resigned from her position as Varsity Sideline and Competitive Cheer Coach effective March 7, 2024. Mrs. DeSilvis coached this team for four years. We thank Mrs. DeSilvis for her service and dedication to the Competitive Cheer Program.

6. Volunteer Coaching Appointments – Listed below are the volunteer coaching appointments for the 2024 spring sport season:

- Michael VorpahlAssistant Track Coach
- Michael ScottAssistant Baseball Coach
- Michael BaumanAssistant JV Baseball Coach

7. Gifts/Donations – Recent donations to the district include:

- Ottawa Lake Fire Dept. #1\$500.....After Prom Donation
- T-J Roofing and Sheet Metal, LLC\$300.....After Prom Donation
- Garst LP Gas\$200.....After Prom Donation
- Nice Car Company\$100.....After Prom Donation
- Eric and Lori Hoogendoorn\$250.....Seniors Scholarship Fund
- Whiteford Fire Dept. #2\$250.....After Prom Donation
- Catholic Charities of SE Michigan\$1,000.....SPLT Supplies
- Erich Drescher.....\$170.....Powerlifting Club/Lifting Belts
- Whiteford Fire Dept. #2\$1,000.....Seniors Scholarship Fund

8. Announcements / Reminders / Informational Items

- March 11-15.....Washington DC Trip
- March 14-15.....Field Trip: K-5th Croswell Opera House
- March 14Kindergarten Round-Up 1-7pm Elementary
- March 15HS Spring Musical 7:30pm HS Gym
- March 16HS Spring Musical 7:30pm HS Gym
- March 17HS Spring Musical 2:30pm HS Gym
- March 19WPA Meeting 6:00pm Elementary Cafeteria
- March 22End of 3rd Marking period
- March 22Early Release Elementary 10:55am; MS/HS 11:05am
- March 23-April 1Spring Break
- March 31Easter
- April 1No School - Easter Break
- April 2.....Whiteford Recreation Meeting 7pm MS/HS Media Center
- April 8.....Board of Education Meeting 6pm MS/HS Board Rm
- April 10.....State Testing Day, No School Grades KG-7th and 12th
- April 16.....WPA Meeting 6:00pm Elementary Cafeteria
- April 19.....FFA Career Development Events
- April 20.....Junior/Senior Prom 2023

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- April 22.....American Red Cross Blood Drive 9am Auxiliary Gym
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- April 28-29FFA Field Trip: Leadership Camp

Bond Project – Elementary/Athletic Upgrades

Superintendent Huard presented an update on the latest Elementary/Athletic Upgrades.

Recommendation to Hire Head Golf Coach

A motion was made by Kristi Mock, seconded by Jeff Bunge, to contract with Edustaff to hire Collin Welch as the Head Golf Coach at the stipend pay of \$2,400 per email agreement with the WEA and the Superintendent and contingent upon favorable previous employer conduct and FBI/State of Michigan background checks. Motion approved - 5 yes, (2-absent/Young and Vida).

Note: Stipend cost to be covered by student activity funds for the Spring 2024 season.

Proposed Substitute Hourly Rate Increase

A motion was made by Mike lott, seconded by Dave Dixon, to approve the proposed substitute hourly rate increases for ParaProfessionals from \$13.00 to \$15.00 an hour effective March 11, 2024, as presented. Motion approved – 5 yes, (2-absent/Young and Vida).

Prevailing Wage Resolution

A motion was made by Jeff Bunge, seconded by Dave Dixon, to approve the Prevailing Wage Resolution in the amount of \$2,500. Motion approved - 5 yes, (2-absent/Young and Vida).

Approval of 2023-2024 School Calendar Amendment

A motion was made by Mike lott, seconded by Shane Hillard, to approve the 2023-2024 school calendar as amended to change April 8, 2024, to a half day of school, due to the solar eclipse occurring at our normal dismissal time. Motion approved - 5 yes, (2-absent/Young and Vida).

Approval of MS Band & Choir Field Trip

A motion was made by Dave Dixon, seconded by Kristi Mock, to approve the MS Band & Choir overnight, out of district Field Trip to Chicago from Friday, May 3, 2024, through Saturday, May 4, 2024, at no cost to the district. Motion approved - 5 yes, (2-absent/Young and Vida).

Award Bid for Series III Bond: MS/HS & Elementary Renovations & Upgrades

A motion was made by Jeff Bunge, seconded by Mike lott, to award the bid for the MS/HS & Elementary Renovations & Upgrades to Van Tassel Construction Corporation, based upon contract terms to be agreed upon by the parties, consistent with the bid documents and reviewed and approved by the district's legal counsel, in the amount of \$1,570,000.00 to be paid from Series 3 Bond proceeds, and to further authorize the superintendent to negotiate such contract terms on behalf of the Board. Motion approved - 5 yes, (2-absent/Young and Vida).

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Approve Extended Continuity of Learning (ECOL) Plan

A motion was made by Kristi Mock, seconded by Dave Dixon, to approve the Extended Continuity of Learning Plan as presented. Motion approved – 5 yes, (2-absent/Young and Vida).

Approve of HS Robotics Overnight State Competition Trip

A motion was made by Mike Iott, seconded by Dave Dixon, to approve the upcoming High School Robotics Team overnight, out of district State Competition field trip on Thursday, April 4, 2024, through Saturday, April 6, 2024, to Saginaw Valley State University. Motion approved - 5 yes, (2-absent/Young and Vida).

Board of Education Concerns and/or Reports

There were no Board of Education concerns.

Closed Session – To consider the dismissal, suspension, or disciplining of, or to hear complaints or charges brought against, or to consider a periodic personnel evaluation of, a public officer, employee, staff member, or individual agent, and for strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement

A motion was made by Dave Dixon, seconded by Mike Iott, to adjourn to closed session at 8:38 p.m. for the purpose of discussion regarding items relative to Sections 8(a) and 8(c) of the Michigan Open Meetings Act. Motion approved - 5 yes, (2-absent/Young and Vida).

Regular Meeting Resumed

The regular meeting resumed at 8:58 p.m.

Approval of Request for Unpaid Leave of Absence

A motion was made by Mike Iott, seconded by Dave Dixon, to approve an unpaid Leave of Absence for a staff member, whose identity is known by the Board of Education, for a period of up to thirty days beginning March 11, 2024, as provided under the collective bargaining agreement, or as dictated by future circumstances. Motion approved – 5 yes, (2-absent/Young and Vida).

Adjournment

The regular meeting adjourned at 8:59 p.m.

Minutes approved _____, President

Minutes approved _____, Secretary