

**WHITEFORD SCHOOLS  
OTTAWA LAKE, MICHIGAN 49267**

**January 13, 2025**

**Call to Order / Pledge of Allegiance / Roll Call**

Superintendent Scott L. Huard called the Organizational Meeting of the Whiteford Board of Education to order 6:02 p.m. on January 13, 2025. The Pledge of Allegiance was led by Mr. Huard. Present were Shane Hillard, Dave Dixon, Janelle Young, Jeff Bunge, Brandon Iott, Jason Vida and Tom Wenzel.

Also present was Director of Finance & Business Services Marisa Tebbe-Cousino. There were 2 visitors present.

**Approval of Temporary Secretary**

A motion was made by Shane Hillard, seconded by Dave Dixon, to approve Jeff Bunge as temporary secretary for the January 13, 2025, Organizational Meeting. Motion approved – 6 yes, (1-abstained/Bunge)

**Approval of Agenda**

A motion was made by Janelle Young, seconded by Shane Hillard, to approve the January 13, 2025, Organizational & Regular Meeting Agenda as presented. Motion approved – 7 yes

**Public Comment**

There were no public comments.

**Organization of the Board**

Jason Vida nominated Shane Hillard for president. It was moved by Janelle Young, seconded by Dave Dixon, to close nominations. Shane Hillard was declared president by acclamation.

Jeff Bunge nominated Dave Dixon for vice president. It was moved by Jason Vida, seconded by Janelle Young, to close nominations. Dave Dixon was declared vice president by acclamation.

Dave Dixon nominated Jeff Bunge for secretary. It was moved by Janelle Young, seconded by Jason Vida, to close nominations. Jeff Bunge was declared secretary by acclamation.

Shane Hillard nominated Janelle Young for treasurer. It was moved by Dave Dixon, seconded by Brandon Iott, to close nominations. Janelle Young was declared treasurer by acclamation.

**Regular Meetings Scheduled**

A motion was made by Janelle Young, seconded by Dave Dixon, that regular meetings of the Board of Education be scheduled on the following dates at 6:00 p.m. in the Boardroom.

February 10, 2025  
March 3, 2025  
April 14, 2025  
May 12, 2025

June 9, 2025  
July 14, 2025  
August 11, 2025  
September 8, 2025

October 13, 2025  
November 10, 2025  
December 8, 2025

Motion approved – 7 yes

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**Special Presentations**

- Staff Member of the Month Presentation: Mrs. Ashley Van Camp (Athletics Administrative Assistant) was recognized as Staff Member of the Month for December. A representative from Leski Wittman Insurance Agency was unable to attend the meeting. Superintendent Huard presented Mrs. Van Camp with a \$100 gift card. Mrs. Van Camp was nominated by Mrs. Elaine Thieman for not only being a good administrative assistant, but a great person who is a true asset to our school community.
- School Board Recognition: Superintendent Huard shared a message of gratitude with all the school board members, sincerely thanking them for their years of service and devotion to the students of Whiteford. Afterward, he presented each board member with a Michigan Association of School Boards (MASB) Certificate of Appreciation and gave each member a special gift to show his sincere appreciation.

**Public Comment**

There were no public comments.

**Correspondence**

There was no correspondence.

**Consent Agenda**

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

- a. Minutes of the December 9, 2024, Regular Meeting
- b. Treasurer's Report (December 2024) and Check Register (December 2024)

Motion approved – 7 yes

**Superintendent's Report**

1. School Board Recognition Month: Superintendent Huard noted that January is School Board Recognition Month and stated it is a time to recognize the individuals who approach their volunteer work like it is a full-time job and with extraordinary dedication to public schools. They are citizens whose decisions affect our children and build our community. School boards are charged with making decisions that can sometimes be quite difficult or require sifting through a great deal of information. They contribute hundreds of hours each year leading the Whiteford Agricultural School District. Through their dedication, collaboration with other school district staff, their governance and advocacy, they are building the future of education for our students. This month, we encourage all members of the community to thank a board member. Take this opportunity to show our year-round appreciation for these servant leaders and begin to better understand how local trustees work together to prepare today's students to be tomorrow's leaders.
2. Capital Bond Campaign 2025: The Board of Education voted on May 13, 2024, to authorize placing a Whiteford Agricultural Schools Capital Bond Millage proposals on the August 6, 2024, ballot with a focus on projects based upon the 2022-2027 Strategic Plan. The vote followed a pre-bond planning effort, which included the collection of data and information during the creation of the 2022-2027 Strategic Plan, in-person stakeholder meetings in the fall and winter of 2023, and a Bond project Steering Committee Meeting held in January 2024 that included students, staff, coaches, parents, and community members.

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The Whiteford Agricultural School proposals on August 6, 2024, ballot fell short of the percentage approval needed for passage. In light of that failure, the Whiteford Agricultural School District developed a survey to gather feedback to help the school board decide on a plan for meeting challenges the bond was designed to address, as well as learn what stakeholders did and did not support in the original bond package and better understand the community's priorities.

The survey was open from October 1-14, 2024. The survey was included in the September 2024 edition of the Bobcat Tales that was mailed to over 1900 residents the week of October 7-11, 2024. The survey was also shared via Infinite Campus Messenger on October 4, 2024, to current enrolled student families. The survey was shared via Whiteford Elementary News Blast and Whiteford Middle/High Bobcat Blitz. Finally, the community survey notification was posted to the Facebook Group "Everything Whiteford Township" on Wednesday, October 9, 2024, and Friday, October 11, 2024.

The survey results were presented to the Board of Education at the October 14, 2024, Regular Meeting as well as posted on the district website under the Board of Education Agenda & Minutes section for the October meeting. This presentation can be accessed here: [Bond Campaign – Community Survey Results](#). This presentation summarizes overall, district-level results.

At the October 14, 2024, Board of Education Meeting, the Board discussed the community feedback survey results, and reprioritized the scope and costs associated with a potential May 6, 2025, Capital Bond Campaign. The Board adopted the PQA document that was presented to the Department of Treasury at the December 9, 2024, meeting. The PQA document has been approved by the Department of Treasury, and the Board of Education was asked to adopt a resolution to call an election with two (2) bond proposals for voters to consider on May 6, 2025. The WASD plan includes no increase to the existing millage rate for the following projects:

- Proposal 1 (6.5 million) – Elementary upgrades including adding classrooms, flex space, roof replacement, roof-top air handler replacement, instructional technology, and classroom furniture and equipment.
  - Proposal 2 (1 million) – Athletic upgrades including baseball/softball fencing, backstops, dugouts, bleachers, press boxes, concrete walks, outfield drainage (baseball), and asphalt drive.
3. Building Reports: The school principals, Athletic Director, Director of Human Resources, Director of Data, Assessment and Curriculum and Director of Transportation and Buildings & Grounds were excused from the meeting. Their reports for January are typically shorter in nature after coming off the Winter Break and excusing them from tonight's meeting is good way to show appreciation for their extra efforts and time, they invest each day by having a free evening to be with their family.
  4. Resignations: Mrs. Holly Bunge resigned her position as Middle School 7<sup>th</sup>/8<sup>th</sup> grade volleyball coach effective immediately as her help is needed elsewhere next year. Mrs. Malinda Luzier resigned her position as Middle School/High School Administrative Assistant effective January 31, 2025. She was offered an opportunity to advance her career as an administrative assistant.
  5. Notification of Probationary Status: The following teacher will be granted the appropriate year of probationary status effective February 1<sup>st</sup> of the 2024-2025 school year. Fourth Year; Mark Truna (MS/HS English).
  6. Notification of Tenure Status: The following teacher will be granted tenure status effective February 1<sup>st</sup> of the 2024-2025 school year. Jay Yockey (HS Social studies).

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

Andon Fencing LLC.....\$250.....JV/V Boys Basketball Program

8. Announcements/Reminders/Informational Items:

- January 18 ..... Winterfest Dance – MS Gym 7pm
- January 20 ..... No School – Martin Luther King Jr. Day
- January 21 ..... WPA Meeting – Elementary Cafeteria 6-8:00pm
- January 21-24..... MS/HS Exam Week
- January 24 ..... End of 2<sup>nd</sup> Marking Period
- January 29 ..... Board of Education Special Board Meeting (Board Retreat)
- February 1 ..... WPA Family Fun Night – MS Gym 6-8:00pm
- February 5 ..... NHS Induction Ceremony – HS Gym 6-6:30pm

**Capital Bond Campaign**

Superintendent Huard updated the Board on the latest Capital Bond details.

**Recommendation to Hire JV Baseball Coach**

A motion was made by Jason Vida, seconded by Tom Wenzel, to hire Scott Huard as the new JV Baseball Coach to be paid at 6% of Step BA-13 of the Schedule A pay scale (\$3,651.60) per the 2023-2025 WEA Master Agreement and contingent upon favorable previous employer conduct and FBI/State of Michigan background checks. Motion approved – 7 yes

**Adopt Resolution - Zero Millage Bond Project**

A motion was made by Dave Dixon, seconded by Shane Hillard, to approve the resolution to call for a special school election on May 6, 2025, as presented. Motion approved – 7 yes

**Adopt Resolution - 2024-2025 Budget Amendments**

A motion was made by Janelle Young, seconded by Brandon Iott, to adopt the 2024-2025 Budget Amendments Resolution, as presented. Motion approved – 7 yes

**Board of Education Concerns/Reports**

There were no Board of Education concerns.

**Adjournment**

The regular meeting adjourned at 7:39 p.m.

Minutes approved \_\_\_\_\_, President

Minutes approved \_\_\_\_\_, Secretary