WHITEFORD SCHOOLS
OTTAWA LAKE, MICHIGAN 49267

October 12, 2026

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 President Shane Hillard on October 12, 2026. The Pledge of Allegiance was led by Mr. Hillard. Members present were Shane Hillard, Dave Dixon, Jeff Bunge, Janelle Hauser, Jason Vida and Tom Wenzel. Brandon Iott was absent.

Also present were Superintendent Scott L. Huard, Director of Finance & Business Services Marisa Tebbe-Cousino, Athletic Director Mirandia Green, Elementary Principal Samuel Marsh, Middle School Principal Alicia Flynn-Bollin, and High School Principal Josh Kirby. There were 18 visitors present.

Approval of Agenda

A motion was made by Dave Dixon, seconded by Janelle Hauser, to approve the October 12, 2026, Regular Meeting Agenda as presented. Motion approved – 6 yes (1 Absent/Iott).

Strategic Plan Progress Monitoring

Superintendent Huard presented a brief recap of the Whiteford Schools Strategic Plan to ensure that the board's decision-making process continues to align with the school district's current values and goals.

Special Presentations

Student Participation – Student Council President Cade Schober attended the meeting and presented the following to the board:

- SPLIT (Student Prevention Leadership Team) is working on Red Ribbon week.
- Senior night and Military Appreciation night will be celebrated at the football game Friday, October 16. Students have been making signs for the football team. There will also be necklaces, glasses, and rings they can wear to show their support.
- Started planning for this year's Friendsgiving and Angel Tree Fundraiser.

Principal Flynn-Bollin read a wonderful email from a parent recognizing the outstanding 5th-grade camp cabin leaders, highlighting Cade Schober, who served as the parent's student's cabin leader. The parent praised Cade for going above and beyond to make the camp experience even more memorable and enjoyable.

FFA Student Leadership– FFA student leaders Braelynn Chiotti, Addison Hill, Allison McCullough, Ava Swy, and Molly Vida updated the board on this year's FFA events and upcoming field trips. The students discussed what they have learned through their involvement in FFA and how these experiences have helped them grow in many aspects of their lives, including leadership, communication, teamwork, and personal development. Superintendent Huard thanked these students for taking the time to share the value and impact of their FFA experiences with the Board.

Leski Wittman Insurance Agency Staff Member of the Month – Ms. Amanda Kelly, High School Art Teacher, was recognized as Staff Member of the Month for September. Stephanie Stricklen from Leski Wittman Insurance Agency attended the meeting and presented Ms. Kelly with a $100 gift

card. Ms. Kelly was nominated by Mr. Jim Ross who stated what a great job she has been doing after replacing a great teacher of many years at Whiteford without any transition period. Additionally, he added how his own daughter loved every minute of her art class with Ms. Kelly. Principal Marsh added that she started here as a student teacher and has been a wonderful addition to our Bobcat family.

WPA Booster Groups Annual Reports – Robotic Boosters and Music Boosters representatives attended the meeting and presented the following to the board:

Music Booster Group – Jualianne Consear, President, presented the group's annual report and highlighted past projects and goals for the future which include hopefully ordering new band uniforms. She shared that the musical is their biggest event of the year, and members are looking forward to another successful production this year.

Robotics – Amanda Valasek, Vice President; Randy Pitney, President; and Doug Bulmer, Treasurer, presented the Robotics team's annual report to the Board. The team shared how far the program has come over the past several years and expressed excitement about its continued growth and success. They highlighted the many ways Robotics positively impacts students' lives, helping them step outside their comfort zones, build confidence, develop new skills, and grow into confident young adults. One of the team's goals for this year is to help cover hotel and meal expenses for their mentors, who generously dedicate so much of their personal time and money supporting and guiding the students.

National Principals Month – Superintendent Huard shared how much he appreciated what Elementary Principal Sam Marsh, Middle School Principal Alicia Flynn-Bollin, and High School Principal Josh Kirby do each and every day in our buildings for our staff and students and presented each of them with a token of appreciation.

New Hire Introductions – The administrative team introduced Breanne Jacoby, new 6th grade teacher, and Matt Darr, new Accounting Assistant.

Public Comment

There were no public comments.

Correspondence

There was no correspondence.

Consent Agenda

A motion was made by Dave Dixon, seconded by Tom Wenzel, to approve the consent agenda items as presented.

- Minutes of September 14, 2026, Regular Meeting
- Treasurer's Report and Check Register (September 2026)
- Adoption of Resolution to Proclaim October as National Principals Month
- Adoption of Resolution to Proclaim October 19-23, 2026, as School Bus Safety Week

Motion approved – 6 yes (1 Absent/Iott).

Ottawa Lake, Michigan
Minutes Continued
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Administrative Reports

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

- Reported that the auditors have been on-site over the past few weeks and indicated that the audit is going very well. They may meet on the last Thursday of this month to review the findings. The deadline to submit the audit to the state is November 1.

Director of Human Resources – Mrs. Cathy Machcinski:

- Have one ongoing Workers' Comp claim from last fiscal year; one active FMLA leave of absence and two future ones; and one upcoming non-FMLA eligible medical leave.
- Vector Solutions annual training ... still have some stragglers.
- Annual income verification process is underway for individuals who submitted Free/Reduced-Price Meal Applications by October 1.
- Waiting on two additional insurance rate proposals from our insurance broker (Savage & Associates) for comparison against our 2027 MESSA quote. Open Enrollment is still on track for November 1 through November 15.
- Food service provider is still advertising/interviewing applicants for the two open cashier positions we have.
- Looking forward to Matt Darr beginning work.

Director of Transportation & Buildings and Grounds – Mr. Charlie Butz:

- Prepping for the winter/heating season.
- Preparing the ball fields for the winter so they are ready in the spring.
- Starting the leaf mulching.
- Still searching for a bus aide to help fill in.
- Had student count week for busing last week.
- Obtaining information for new bus leases for when the current leases end this coming summer.
- Working on getting roof quotes to put a PVC coating on the center of the elementary roof and the kitchen roof.

Athletic Director – Ms. Mirandia Green:

- Twelve sophomore student-athletes attended the TCC Leadership Event featuring speaker Craig Hillier.
- Juniors, seniors, and girls' basketball players who were available attended a presentation by Austin Hatch at the Wayne State University leadership event. Hatch shared his story of surviving two plane crashes, losing family members, and demonstrating grit and perseverance to achieve his dream of playing basketball at the University of Michigan. He emphasized gratitude and encouraged student-athletes to view participation in sports as a privilege "get to".
- They are at a total Fall Participation of 170 Athletes.
- Three athletes from girls' golf went to regionals on Monday October 6.
- Girls Volleyball Districts will be November 2 through November 7 at Hudson.
- Cross Country MHSAA Regional is October 31 at Chestnut Grove at Willow Metropark in New Boston, Michigan.
- Football playoffs are TBD yet.
- Grade checks are going really well.
- Thanked Josh and Alicia for helping out at the football games.

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Administrative Reports Continued...

Elementary School – Mr. Samuel Marsh:

- The elementary has celebrated Respect month, and they are on to Inclusion.
- All fall benchmarking is done. MDE Kindergarten-2nd grade and Smarter Balanced 3rd-4th grade.
- They have a lot going on. They will be celebrating Unity Day on October 21. Have Healthy Choices Week October 27 through October 29. Firefighters are coming to visit TK on October 27 and their annual Halloween Parade will be on October 30.
- There is an Elementary Music Performance Change. The holiday performance is December 10 with 1st-2nd grade performing at 6pm and 3rd -4th at 7:15pm. Kindergarten will have a performance in May and they are still working on the date for this.
- The cookie sale is complete. Thanked the WPA for putting this on again this year.
- Deputy Orr is scheduled to do reading group with the littles.

Middle School – Mrs. Alicia Flynn-Bollin:

- Thanked Scott, Josh and everyone else for covering for her on Thursday October 1 and Friday October 2 so she could enjoy her wedding stress-free.
- The fifth graders attended Camp Michindoh from Tuesday, October 6th through Friday, October 9th. It was a huge success. Thanked Mrs. Johnston for all her work collecting payment and handling the logistics of everything.
- On Thursday, October 1st, the 8th grade Ag Explore students participated in the MCISD Manufacturing Day for the first time. Mr. Gust and Mr. Russell took approximately 45 students to Stoneco in Ottawa Lake for a fun day. Thanked everyone who helped with this.
- Homecoming Week was so much fun. The middle school students loved participating in the spirit days, seeing the hallways decorated on Friday and attending the football game.
- 5th-7th grade students completed their Smarter Balance testing for math and ELA. On October 26, the 8th graders will take the PSAT.
- Their Whiteford Value for September was Respect. Each grade-level chose one student to recognize. They were honored with certificates and will have a breakfast in December.
- The Whiteford value for the month of October is Inclusion.
- The WPA Cookie dough fundraiser ended on October 5 and appreciate everyone who participated.
- Deputy Orr finished her 2-week DARE training program and the 5th graders will begin this program after the holidays.
- Incredibly grateful to Steve Franks, owner of Refrigeration Control Systems, for his very generous $2,500 donation to Whiteford Middle School. Steve's son is a fourth grader, and their family proudly calls Ottawa Lake home. They have exciting plans to use this donation to support the students and greatly appreciate Steve and his company for investing in our school and community.
- 5th-12th graders will get a dress up day (wear Halloween colors) for Halloween this year.

High School – Mr. Josh Kirby:

- SPLT field trip was a success and October 15th is the Build My Future field trip at the Wood County Fair Grounds.

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Administrative Reports Continued...

- Their Links program has been a continued success. The little and big links are having a great experience. Ms. Kwasniak and Mr. Nykiel continue to work with and evaluate the big links weekly.
- Plans on getting into classrooms to start observations this week.
- Continuing to finish up 5D+ Training. The last dates are October 27-28.
- Deputy Orr has done an outstanding job getting 'Go Buckets' for all of the classroom's district-wide. The buckets have arrived from generous donations from TSC (Lambertville and Dundee) as well as ACE Hardware of Dundee. Classroom numbers have been added and they are close to having buckets ready for all staff. Ottawa Lake Fire Department will be donating toward the 'Go Buckets' and will be assisting with ordering Emergency Blankets, CPR Masks, and sanitizer.
- They celebrated their September Students of the Month that represented the respect value.
- Still recognizing students each week through their PBIS Raffles for following our School-Wide Expectations for being Safe, Respectful, and Responsible. Working with the WPA to purchase snacks and candy bars as incentives for students.
- Completed a successful Fire Drill on October 2 with staff and students doing an amazing job.
- They have begun implementing lunch detentions for students who receive 3 or more tardies in a class.
- On October 26, the 8th and 9th grade will be taking the PSAT and on October 29, 10th and 11th grade will take the NMSQT.
- The FFA National Convention is October 20-23.

Approval of 2027 Commencement Date/Time

A motion was made by Janelle Hauser, seconded by Tom Wenzel, to approve Thursday, June 3, 2027, at 7:00 p.m. as this year's commencement date and time. Motion approved – 6 yes (1 Absent/Iott).

Approval of 2027 Commencement Location

A motion was made by Tom Wenzel, seconded by Dave Dixon, to approve Crossroads Community Church as this year's commencement venue. Motion approved – 6 yes (1 Absent/Iott).

Superintendent's Report

1. National Principals Month – Reported that October is National Principals Month, and how proud we are to celebrate our three outstanding leaders here at Whiteford Agricultural School District! Every day, the principals work tirelessly to ensure our schools run smoothly. From guiding staff and making key decisions about curriculum and student success, to creating a safe, welcoming, and productive learning environment, their leadership shapes the education and future of every Bobcat. This October, he's hoping everyone takes time to recognize and thank Mr. Sam Marsh, Mrs. Alicia Flynn-Bollin, and Mr. Josh Kirby for all they do. Whiteford is lucky to have them leading our Bobcats.

2. Student Count – The 2026 fall student head count is 840. Last year at this time, we were at 840.

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Superintendent's Report Continued...

	In-Person	Virtual	Total	Middle College	CTE	Dual Enrollment/DC	Work Based	AP Chem	AP Calculus	AP History
Transitional Kindergarten	16		**16**							
Kindergarten	66		**66**							
1st Grade	62		**62**							
2nd Grade	44		**44**							
3rd Grade	67		**67**							
4th Grade	68		**68**							
5th Grade	61		**61**							
6th Grade	66		**66**							
7th Grade	60		**60**							
8th Grade	59		**59**							
9th Grade	68		**68**							
10th Grade	74		**74**	0	1	23	0	0	0	2
11th Grade	62		**62**	0	4	34	0	8	1	6
12th Grade	66	1	**67**	0	4	52	8	6	11	4
			840		**Students are counted 2 x's if they are in 2 courses**					

3 Volunteer Coach Appointments – The following have been appointed as volunteer coaches:

- Brown, Romualdo..... Varsity Girls Basketball
- Linkey, Adam..... Robotics
- Linkey, Keith ..... Robotics
- Linkey, Traci..... Robotics
- Perry, Amanda ..... Golf and Robotics

4. Gifts/Donations – Donations were received from the following organizations:

- 917 Society..... Pocket Constitutions .... 8th Grade Social Studies Class
- Monroe County Fair Association ..... $466.09..... Volleyball Program
- Athletic Boosters..... $1,000..... Hudl donation for Athletics
- Nick Puhl..... $1,000..... Hudl donation for Athletics

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Superintendent's Report Continued...

5. Announcements / Reminders / Informational Items

- October 14 ..... WPA Meeting Elementary Cafe' 6-8:30pm
- October 15 ..... HS Field Trip: Build My Future (Wood County Fair Grounds)
- October 17 ..... HS Band Field Trip: (Eastern Michigan)
- October 19-23 ..... National School Bus Safety Week
- October 20-23 ..... FFA National Convention Field Trip: (Indianapolis, Indiana)
- October 23 ..... End of 1st Marking Period
- October 29 ..... HS Band/Choir Fall Concert: (MS Gym) 7:00pm
- November 2 ..... No School – Teacher Professional Development Day
- November 3 ..... Elementary Picture Re-Take Day
- November 3 ..... Whiteford Recreation Club Meeting – 7-9:00pm
- November 5 ..... American Red Cross Blood Drive: (Aux Gym) 9:00am-2:00pm
- November 9-13 ..... Elementary Scholastic Book Fair
- November 9 ..... Board of Education Meeting: Boardroom 6:00pm
- November 10 ..... Veterans Day celebration 8:30-10:30am
- November 11 ..... Veterans Day
- November 11 ..... Elementary Picture Retake Day
- November 11 ..... WPA Meeting Elementary Cafe' 6-8:30pm
- November 12 ..... Early Dismissal (Elem-10:55) (MS/HS-11:05)
- November 12 ..... Parent-Teacher Conferences 12:00-3:00pm
- November 12 ..... Cookie Dough Fundraiser Pick Up
- November 18 ..... 4th Grade Field Trip: (Toledo Walleye Game)
- November 19 ..... 3rd Grade Field Trip: (Michigan DNR Center)
- November 25 ..... Early Dismissal (Elem-10:55) (MS/HS-11:05) -Thanksgiving Break
- November 26-27 ..... No School – Thanksgiving Break

Old Business

There were no old business items.

New Business

Recommendation to Hire MS/HS Lunch Monitor

A motion was made by Janelle Hauser, seconded by Jason Vida, to hire Melinda Casey as the MS/HS Lunch Monitor per the terms of the work agreement for Aides/Paraprofessionals. Her hire date is retroactive to September 15, 2026. Motion approved – 6 yes (1 Absent/Iott).

Note: Ms. Casey has been working as a regular route bus driver in the district and has already completed the necessary background checks.

Recommendation to Hire Accounting Assistant

A motion was made by Jeff Bunge, seconded by Tom Wenzel, to hire Matthew Darr as the new Accounting Assistant at the rate of $29.88/hour with a start date of October 12, 2026 contingent upon favorable employer conduct and FBI/State of Michigan background checks and approve his contract as presented. Motion approved – 6 yes (1 Absent/Iott).

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Recommendation to Hire Short Term Testing Coordinator

A motion was made by Jason Vida, seconded by Janelle Hauser, to hire Corey Mills as a Short-Term Testing Coordinator for no more than 150 hours, up to 40 hours per week at the rate of $13.73 (minimum wage) beginning the week of October 12, 2026 and approve her "at-will" contract, as presented. Motion approved – 6 yes (1 Absent/Iott).

Approve Additional Duties Compensation

A motion was made by Shane Hillard, seconded by Dave Dixon, to approve the compensation for additional duties rendered during the summer of 2026 to Charlie Butz in the amount of $1,000.00, Marisa Tebbe-Cousino in the amount of $5,000.00, and Cathy Machcinski in the amount of $2,000.00, as presented. Motion approved – 6 yes (1 Absent/Iott).

Approve National FFA Convention Field Trip

A motion was made by Jason Vida, seconded by Janelle Hauser, to approve the overnight and out of district National FFA Convention field trip to Indianapolis, Indiana from Tuesday, October 20, 2026, through Friday, October 23, 2026. Motion approved – 6 yes (1 Absent/Iott).

Approve State FFA Convention Field Trip

A motion was made by Jason Vida, seconded by Dave Dixon, to approve the overnight and out of district State FFA Convention field trip to East Lansing, Michigan from Wednesday, March 10, 2027, through Friday, March 12, 2027. Motion approved – 6 yes (1 Absent/Iott).

Approve Region 2 FFA Officer Camp Field Trip

A motion was made by Janelle Hauser, seconded by Tom Wenzel, to approve the overnight and out of district Region 2 FFA Officer Camp field trip to Camp Michindoh in Hillsdale, Michigan from Sunday, April 26, 2027, to Monday, April 27, 2027. Motion approved – 6 yes (1 Absent/Iott).

Approve MS Band and Choir Field Trip

A motion was made by Jeff Bunge, seconded by Dave Dixon, to approve the overnight out of district MS Band and Choir field trip to Niagara Falls and Toronto Canada April 30, 2027 through May 1, 2027. Motion approved – 6 yes (1 Absent/Iott).

Approval of 2019 Capital Bond Campaign Excess Bonds

A motion was made by Janelle Hauser, seconded by Tom Wenzel, to approve LaRoy Plumbing and Heating Inc to install a sink in the Athletic Trainer room at the cost of $2,750.00 as presented. Cost will be paid for through 2019 Capital Bond Campaign Excess Bonds. Motion approved – 6 yes (1 Absent/Iott).

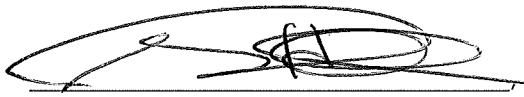
Any future Board Calendar Items

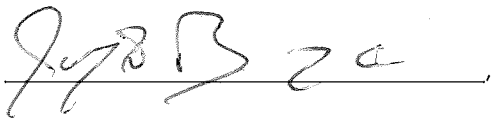
There were no future board calendar items.

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Adjournment

The regular meeting adjourned at 7:43 p.m.

Minutes approved , President

Minutes approved , Secretary

National School Bus Safety Week Resolution

It is recommended that the Board of Education approve the following resolution in recognition and support of School Bus Safety Week, October 19-23, 2026.

WHEREAS, the Whiteford Agricultural Board of Education recognizes that the importance of protecting the safety of Whiteford's school children extends beyond the classroom walls and the school building; and

WHEREAS, the Board has great respect for the accomplishments of school bus drivers, supervisors, and all school transportation personnel in providing the safest transportation possible for children to and from school and home; and

WHEREAS, coordinating the countless routes over so many miles and supervising the dozens of students on each vehicle, requires an outstanding effort put forth by these exemplary professionals who have devoted their careers to transporting our children safely; and

WHEREAS, the Board continues to recognize and to take great pleasure in commending the men and women who accept and meet the challenge of school transportation; now therefore, be it

RESOLVED, that the week of October 19-23, 2026, is recognized as National School Bus Safety Week; and be it further

RESOLVED, that this week be devoted to the recognition of everyone who contributes to the successful operation of our nation's school buses; and be it finally

RESOLVED, that this special week serves as a fitting time to urge all Whiteford drivers to become more aware of school bus safety regulations and encourage all citizens to be alert and drive carefully near school buses.

Presented, approved and adopted this 12th day of October, 2026.

Jeff Bunge, Secretary
Whiteford Board of Education

National Principals Month Resolution

It is recommended that the Board of Education approve the following resolution in recognition and support of National Principals Month, October 2026.

WHEREAS October 2026 is declared National Principals Month; in coordination with the efforts of the National Association of Elementary School Principals, the American Federation of School Administrators, and the National Association of Secondary School Principals, working with the U.S. Congress, to designate "National Principals Month" and resolutions thereof;

WHEREAS the vision, dedication, and determination of a principal provides the mobilizing force behind any school reform effort; and

WHEREAS principals are expected to be educational visionaries, instructional leaders, assessment experts, disciplinarians, community builders, public relations experts, budget analysts, facility managers, special programs administrators, and guardians of various legal, contractual, and policy mandates and initiatives, as well as being entrusted with the education and development of young people, the most valuable resource; and

WHEREAS principals set the academic tone for their schools and work collaboratively with teachers to develop and maintain high curriculum standards, develop mission statements, and set performance goals and objectives for schools to achieve educational excellence; and

WHEREAS to honor and recognize the contribution of all school principals and assistant principals at all grade levels to the success of students in Whiteford Agricultural School District; and to encourage residents to observe "National Principals Month" with appropriate ceremonies and activities that promote awareness of school leadership's role in ensuring that every child has access to a high-quality education.

BE IT RESOLVED, in honor of the service of all elementary, middle and high school principals, and to recognize the importance of their school leadership so that every child has access to a high-quality education, and to celebrate school leader accomplishments, the month of October 2026 is hereby recognized as "National Principals Month."

Presented, approved and adopted this 12th day of October, 2026.

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Jeff Bunge, Secretary
Whiteford Board of Education