

**WHITEFORD SCHOOLS
OTTAWA LAKE, MICHIGAN**

May 12, 2025

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 Vice President Dave Dixon on May 12, 2025. Members present were Dave Dixon, Jeff Bunge, Janelle Young, Brandon Iott, and Tom Wenzel. Shane Hillard 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, Director of Transportation & Buildings and Grounds Charlie Butz and MS/HS Principal Jeremy Fielder (arrived at 6:25pm). There were 11 visitors present.

Approval of Agenda

A motion was made by Janelle Young, seconded by Tom Wenzel, to approve the May 12, 2025, Regular Meeting Agenda as presented. Motion approved - 5 yes (2 absent-Hillard/Vida)

Special Presentations

Student Participation – Student Council President Alaina McClain shared the following:

- Wrapping up end of the year. Battlecats assembly is May 15 (grades versus grades). They have fun games including a whiffle ball tournament and speed walking challenge.
- Hosting a Bead Challenge. All students in 9-12th grade will receive one bead. They then will participate in a rock-paper-scissor challenge where the winner of each challenge will take the challengers bead. The student with the most beads at the end will receive a \$25.00 gift card.
- May 21 is field day which consists of backyard games.
- Superintendent Huard thanked Alaina McClain for representing her class well and wished her the best in her future endeavors.

Leski Wittman Insurance Agency Staff Member of the Month – Mrs. Deb Motyka-Iott, Elementary Administrative Assistant, was recognized as Staff Member of the Month for April. Mrs. Motyka-Iott was unable to attend the meeting and will be presented with a \$100 gift card from a representative of the Leski Wittman Insurance Agency at another time. Deb was nominated by Mrs. Linda Groch, Mrs. Shelly DeVantier, Mrs. Katie Brunt, Mrs. Sarah Bowen, Mrs. Jen Floyd, Ms. Tracy Papenhagen, Miss Lainey Hillard, Mrs. Mindy Ovall, and Mrs. Emily Nagel. Superintendent Huard echoed what all nine nominating staff members expressed that Deb has a servant's heart. We are blessed to have her in that position in the elementary building.

Presentation of "Retirement Apple" – Mrs. Judy Denomy attended the meeting to receive the customary Golden Apple Award for her recent retirement as a bus driver after 45 years of service at Whiteford. Charlie Butz stated that it was an honor working with her the past 11 years. Judy is dedicated and even delayed retirement until a replacement could be found which he greatly appreciated. Cathy Machcinski added that she is a gem.

6th -12th Grade Social Studies Curriculum Presentation – Mr. Jeremy Simmons, Mr. Jay Yockey, Mrs. Amanda Diesing and Mr. Jeff Thomas attended the meeting to speak about what they learned through their social studies curriculum study. Mr. Simmons thanked Mr. Fielder for allowing them to tackle this project during their PLC meetings. Additionally, Mr. Simmons acknowledged and thanked Mrs. Anderson who helped them navigate this process. The team researched what best

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fit Whiteford, the students and the community. They created google forms and had students critique the lessons that were presented to them. In the end the team really liked TCI. It is a curriculum developed by social studies teachers for social studies teachers. There was no action required by the board at the meeting. Approval will be asked at the June board meeting.

Public Comment

There were no public comments.

Correspondence

There was no correspondence.

Consent Agenda

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

- The minutes of the April 14, 2025, Regular and Closed Session Meeting
- Treasurer's Report and Check Register (April 2025)

Motion approved - 5 yes (2 absent-Hillard/Vida)

Administrative Reports

Business Office – Mrs. Marisa Tebbe-Cousino:

- Reported she is working on the final budget which will be available at the June board meeting.
- Also, working on the new budget (fiscal year 26) which will be presented at the June special board meeting.
- The internal controls audit is scheduled for June 19 and the year end audit the week of September 8.

Director of Human Resources – Mrs. Cathy Machcinski:

- Created an online Exit Survey for resigning/retiring staff members to obtain feedback from staff for improving communication, professional development and training, and what they liked/disliked about pay and benefits offered by the district.
- Fulfilled PERA request from MEA consisting of 5 years of payroll and benefits-related information for members of both unions.
- Working on 2, possibly 3, FMLAs already for the 2025-2026 fiscal year.
- Continuing detailed work for negotiations with the WEA and WESPA unions.
- Fine tuning the program narratives for the district provided professional development to be submitted for State Continuing Education Clock Hours (SCECH) for educators for the 2025-2026 school year.

Transportation & Buildings and Grounds – Mr. Charlie Butz:

- Transportation forms have been sent out to current student families who are bus riders. These forms are due back by June 1 to allow him to start working on the next year bus routes.
- Sports trips are happening with multiple trips daily.
- They are getting the fields ready daily for games.

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- Preparing for softball districts on May 31 which are at Whiteford this year.
- Prepping for summer work.

Athletic Director – Mr. Marcus Luzier:

- Reported it was announced last month that boys' and girls' basketball were both honored as academic all-state. At that time, we knew our girls GPA of 3.8977 was the fifth highest in the state for all girls' teams, but were recently informed that the boys GPA of 3.8234 was the highest GPA in the state compared to all the boys' teams.
- Spring sports are rolling along. We are firmly in control of the league title races in baseball and softball. Boys' golf won their first ever TCC jamboree and look to be in contention to win that league title.
- Camp season is upon them, and are currently advertising dates for youth camps in Volleyball, Football, and Girls/Boys Basketball. Baseball has already held a successful youth camp.
- On June 2 at 6pm they plan to hold an all-sport meeting for middle school parents and will also have a final forms tutorial set up.
- Whiteford student athletes will be able to get reduced price sports physicals at Adrian College on June 13 for \$15.00.
- The Outdoor AED box has been installed on the softball press box. Thanked Charlie, Tony, and Tim for their work on this project.

Middle/High School – Mr. Jeremy Fielder:

- Provided information to the board about the proposed new high school course "Links" that the board will be asked to approve later in the new business section of the meeting. Links is a program for 10-12th grade students which links them up with Pre-k through grade 6th students on an IEP program. They would support these students socially and academically throughout the day. There will be training and work to complete in this course besides service to the students they are linked with. 40 students already expressed interest in the course.
- They are almost done MSTEP testing.
- AP testing finishing up today which was digital for the first time.
- Science 6-8 grade curriculum study presentation coming soon. McGraw Hill and TCI are currently the front runners.
- This Friday Terry Hessbrook from the B#4 Foundation will be here to speak to our students in grades 8-12th on the importance of mental health at 1:15 in the HS gym.
- The WPA honor roll breakfast is tomorrow for students who were on the honor roll for all three marking periods.
- High school awards will be next Thursday at 2pm in the MS gym.
- May 27th is the middle school awards in the MS gym at 2pm.
- 8th grade students will be taking a field trip to River Raisin Battlefield on May 28.
- The FFA green house is open.
- Alison Turvey and Garret Schalmo attended CTE day at the capital along with 30 other programs and presented to legislators. Thanked Miss Masters, AG student teacher, who went with them.

Elementary School – Mr. Sam Marsh:

- May is empathy month in the elementary building.
- Thanked the WPA for an amazing Teacher Appreciation Week.

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- Testing Update - 3rd-5th grade are done with MSTEP testing with only a couple students to do make ups. The deadline for completion is May 16. KG-2nd grade has begun testing. The deadline for completion is May 30.
- 60 students have been screened for TK/KG. TK candidate families have begun to receive calls.
- They are looking forward to Elementary Field Day on May 16 and FFA Ag Awareness Day on May 19.
- Thanked Deputy Benes for doing an awesome job teaching safety lessons to each grade level.

Superintendent's Report

1. Staff Appreciation Day – May 5 through May 9 was Staff Appreciation Week. The WPA provided a taco bar on Monday, coffee and breakfast bites on Tuesday, and snacks on Wednesday. Nick Puhl, Edward Jones Financial Advisor, sponsored a barbecue cookout on Thursday. It was a great week to support such an amazing staff.
2. Volunteer Coaching Appointments – Listed below are the additional volunteer coaching appointments for the 2024 spring sport season:

- Mark HubbardVarsity Basketball
- Caleb KochendoerferVarsity Basketball

3. Acknowledgement of Gifts/Donations – The following donations were recently made by groups/individuals in the district:

Buck & Knobby Equipment Co.....	Blower (est. \$160.00)	FFA Program
Eric & Lori Hoogendoorn	\$500.00	Class of 2025 Scholarships
Taylor & Collin Welch	\$1,000.00	Golf Program
Catherine Horkey	\$200.00	Class of 2025 Scholarships
Linda Vesey-Connors	\$1,000.00	Class of 2025 Scholarships
Eduardo Rodriguez	\$100.00	Class of 2025 Scholarships
Diane Wollam	\$250.00	Class of 2025 Scholarships
Linda Velandra	\$1,000.00	Class of 2025 Scholarships
Brian Gilliland	\$50.00	Class of 2025 Scholarships
Tamela Anderson	\$30.00	Class of 2025 Scholarships
Anonymous	\$200.00	Class of 2025 Scholarships
The Andersons.....	\$250.00	FFA Program

4. Announcements / Reminders / Informational Items

- May 12.....Board of Education Meeting – 6:00pm Board Room
- May 13.....WPA Honor Roll Breakfast
- May 15.....4th Grade Field Trip: Adventure Class
- May 16.....Elementary Field Day
- May 18.....Senior Sunday 5:00pm
- May 19.....FFA AG Awareness Day
- May 19.....HS Band/Choir Spring Concert – MS Gym 7:00pm
- May 20.....WPA Meeting 6:00pm Elementary Cafeteria
- May 21.....5th Grade Field Trip: Sauder Village
- May 21.....MS Field Trip: Toledo Mud Hens
- May 22.....3rd Grade Field Trip: Imagination Station

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- May 22.....4th Grade Field Trip: LISD Stubnitz Environmental Center
- May 22.....Baccalaureate: 6pm New Life Church
- May 23.....Senior's Last Day
- May 26.....No School – Memorial Day
- May 27.....MS Spring Concert 7:00 pm
- May 28.....Senior Breakfast 8:00am
- May 28.....Senior Parade 6:00pm
- May 28.....Senior Sunset 7:00pm
- May 29.....Commencement &;00 pm – Crossroads Community Church
- May 30.....Elementary Field Day
- June 4.....4th Grade Field Trip: River Raisin Battlefield Park
- June 6.....2nd Grade Field Trip: Toledo Zoo
- June 9.....Board of Education Meeting – 6:00pm Board Room
- June 9.....Kindergarten Celebration 1:30pm
- June 10.....5th Grade Graduation 9:00am
- June 10.....Early Dismissal – Exams
- June 11.....Early Dismissal – Exams
- June 11.....Last Day of School

Approval of NEOLA Board Policy Updates (Second Reading)

Superintendent Huard reviewed Board Policy Updates as noted below and recommended board action as this is the second reading of the updated policies:

1. Policy 0131.1Bylaws and Policies (Update)
2. Policy 2340Field and Other District-Sponsored Trips (Update)
3. Policy 5320Immunization (Update)
4. Policy 5330Use of Medications (Update)
5. Policy 5330.01Epinephrine Auto-Injections (Update)
6. Policy 5350Student Suicide (Update)
7. Policy 5460Graduation Requirements (Update)
8. Policy 8320Personnel Files (Update)
9. Policy 8500Food Services (Update)
10. Policy 8510Wellness (Update)
11. Policy 8640Transportation for Field and Other District-Sponsored Trips (update)

A motion was made by Dave Dixon, seconded by Brandon Iott, to approve the NEOLA Board Policy Updates as presented. Motion approved - 5 yes (2 absent-Hillard/Vida)

Approval of Teacher Merit Pay

Pursuant to Board Policy 3124.01 – Performance Based Compensation – if a teacher receives an “effective” or “highly effective” rating on their annual year-end evaluation or was not required to be evaluated due to three (3) consecutive years of “highly effective” ratings, along with other factors, then they may be eligible for additional compensation. A motion was made by Tom Wenzel, seconded by Janelle Young, that those individuals receiving an effective or highly effective rating for the 2024-2025 school year receive performance-based merit pay of \$100.00. Motion approved – 4 yes (2 absent-Hillard/Vida) (1 abstained/Bunge)

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Adopt Layoff Resolution

A motion was made by Tom Wenzel, seconded by Brandon Iott, to adopt the layoff resolution as presented. Motion approved - 5 yes (2 absent-Hillard/Vida)

Approval of New High School Course Links

A motion was made by Brandon Iott, seconded by Dave Dixon, to approve the new High School Course Links (HS Peer to Peer), as presented. Motion approved - 5 yes (2 absent-Hillard/Vida)

Approval of 5th Grade Camp Michindoh 2025-2026 Field Trip

A motion was made by Tom Wenzel, seconded by Jeff Bunge, to approve the 5th Grade overnight, out of district field trip to Camp Michindoh from September 9, 2025, through September 12, 2025. Motion approved - 5 yes (2 absent-Hillard/Vida)

Adopt Resolution - Monroe County Intermediate School District 2025-2026 Budget Resolution

A motion was made by Brandon Iott, seconded by Tom Wenzel, to adopt the resolution to approve the MCISD budget for the 2025-2026 school year. Motion approved - 5 yes (2 absent-Hillard/Vida)

Any Future Board Calendar Items

There were no Board of Education future calendar items.

Regular Meeting Adjourned

The regular meeting adjourned at 7:07 p.m.

Minutes approved _____, President

Minutes approved _____, Secretary