

**WHITEFORD SCHOOLS  
OTTAWA LAKE, MICHIGAN 49267**

**Special Meeting**

**June 24, 2025**

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

A special meeting of the Whiteford Agricultural School Board of Education was called to order at 6:00 p.m. by President Shane Hillard on June 24, 2025. The Pledge of Allegiance was led by Mr. Hillard. Members present were Shane Hillard, Dave Dixon, Jeff Bunge, Janelle Young, Jason Vida, and Tom Wenzel. Brandon Iott was absent.

Also present were Superintendent Scott L. Huard, Director of Finance & Business Services Marisa Tebbe-Cousino, and Director of Human Resources Cathy Machcinski. There were 0 visitors in attendance.

**Approval of Agenda**

A motion was made by Dave Dixon, seconded by Jason Vida, to approve the June 24, 2025, Special Meeting Agenda as presented. Motion approved – 6 yes (1-absent/Iott)

**Public Comment**

There were no public comments.

**Administrative Reports**

**Business Office – Mrs. Marisa Tebbe-Cousino:**

- Mrs. Tebbe-Cousino verbally explained the 2025 Tax Rate Request form and Tax Levy forms, and the forms were made available for the board's review and for signatures at the close of the meeting.

**Recommendation to Hire JV Men's Basketball Coach**

A motion was made by Jeff Bunge, seconded by Dave Dixon, to contract with Edustaff and hire Matthew Taylor as the new JV Men's Basketball Coach at 6% of BA2 (\$2,492.88) per the terms of the current 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/Iott)

**Recommendation to Hire Assistant Men's Basketball Coach**

A motion was made by Dave Dixon, seconded by Shane Hillard, to contract with Edustaff and hire Mychal Hand as the new Assistant Men's Basketball Coach at the rate of \$800.00 per the terms of the current 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/Iott)

**Recommendation to Hire Assistant Football Coach**

A motion was made by Jason Vida, seconded by Tom Wenzel, to contract with Edustaff and hire Kevin Kaufman as the new Assistant Football Coach at the rate of \$800.00 per the terms of the current 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/lott)

#### **Recommendation to Hire 7<sup>th</sup> Grade Girls' Basketball Coach**

A motion was made by Tom Wenzel, seconded by Janelle Young, to contract with Edustaff and hire Casey Andrews as the new 7<sup>th</sup> Grade Girls' Basketball Coach at the rate of \$1,600 per the terms of the current 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/lott)

#### **Recommendation to Hire Head Women's Basketball Coach**

A motion was made by Dave Dixon, seconded by Janelle Young, to hire Nicholas Kopp as the new Head Women's Basketball Coach at 10% of BA4 (\$4,248.80) per the terms of the current 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/lott)

#### **Approve Unaffiliated Salary Schedule**

A motion was made by Janelle Young, seconded by Shane Hillard, to approve the Unaffiliated Salary Schedule, as presented. Motion approved – 6 yes (1-absent/lott)

#### **Approval of Exempt Position Contracts**

A motion was made by Tom Wenzel, seconded by Janelle Young, to approve the exempt position contracts as presented for the following district employees: Charlie Butz, Laura Cruz-Hartland, Jeremy Fielder, Ken Groch, Marcus Luzier, Cathy Machcinski, Sam Marsh, Marisa Tebbe-Cousino, and Elaine Thieman. Motion approved – 6 yes (1-absent/lott)

#### **Budget Hearing / Adopt 2025-2026 Proposed Budget**

The Board of Education conducted a public hearing on the proposed 2025-2026 budget and informed the public that the district will levy 18 mills of ad valorem property taxes against non-homestead and non-qualified agricultural property for operating purposes.

A motion was made by Tom Wenzel, seconded by Jason Vida, to approve the proposed budget for the 2025-2026 school year as presented. Motion approved – 6 yes (1-absent/lott)

#### **Tax Rate Request / Set Millage Rate**

A motion was made by Dave Dixon, seconded by Jason Vida, to approve the millage rate as indicated on the L-4029 2025 Tax Rate Request Forms as presented. Motion approved – 6 yes (1-absent/lott)

#### **Approve School Resource Officer (SRO) Contract**

A motion was made by Jason Vida, seconded by Tom Wenzel, to approve the contract between the Whiteford Agricultural School District and Whiteford Township for the School Resource Officer (SRO), whereby both parties agree that Whiteford Township shall pay the amount of \$45,000 per year to the District in quarterly payments to offset the cost of the SRO, and the District shall be responsible for all other costs associated with the SRO, including but not limited to overtime, administrative costs, and fringe benefits, as presented. Motion approved – 6 yes (1-absent/lott)

### **Approve K-6 Grade Everyday Math Curriculum Materials**

A motion was made by Janelle Young, seconded by Tom Wenzel, to approve the purchase of K-6 Grade Everyday Math curriculum materials for the cost of \$32,976.72 to be paid from the general fund, as presented. Motion approved – 6 yes (1-absent/lott)

### **Approval of People Driven Desk Top Computers and Monitors**

A motion was made by Jeff Bunge, seconded by Jason Vida, to approve the purchase of student desk top computers and monitors for the middle school/high school computer lab at the cost of \$78,336.30 to be paid from the remaining bond money, as presented. Motion approved – 6 yes (1-absent/lott)

### **Approval of Staff Laptops**

A motion was made by Tom Wenzel, seconded by Dave Dixon, to approve the purchase of 12 staff laptops at the cost of \$6,365.40 to be paid from the general fund, as presented. Motion approved – 6 yes (1-absent/lott)

### **Approval of Annual Chromebook Refresh**

A motion was made by Tom Wenzel, seconded by Jason Vida, to approve the annual chromebook refresh purchase through CDWG at the cost of \$37,132.50 to be paid from technology millage, as presented. Motion approved – 6 yes (1-absent/lott)

### **Approve 6-8 Grade TCI Science Curriculum**

A motion was made by Jeff Bunge, seconded by Janelle Young, to approve the 6-8th Grade TCI Science Curriculum at the cost of \$30,169.70 to be paid from the general fund, as presented. Motion approved – 6 yes (1-absent/lott)

### **Closed Session – For the Purpose of Collective Bargaining**

A motion was made by Shane Hillard, seconded by Dave Dixon pursuant to Section 8(c) of the Michigan Open Meetings Act to go into closed session for the purpose of strategy and negotiation sessions connected with the negotiations of a collective bargaining agreement at 6:40 pm.

### **Special Meeting Resumed**

The special meeting resumed at 7:00 p.m.

### **Any Future Board Calendar Items**

There were no Board of Education future calendar items.

### **Special Meeting Adjourned**

The special meeting adjourned at 7:00 p.m.

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

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