

**WHITEFORD SCHOOLS  
OTTAWA LAKE, MICHIGAN 49267**

**July 14, 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 6:01 p.m. by President Shane Hillard on July 14, 2025. The Pledge of Allegiance was led by Mr. Hillard. Members present were Shane Hillard, Dave Dixon, Jeff Bunge, Janelle Young, Brandon Iott, and Tom Wenzel. Jason Vida arrived at 6:21 p.m.

Also present were Superintendent Scott L. Huard and Director of Finance & Business Services Marisa Tebbe-Cousino. There were 0 visitors present.

**Approval of Agenda**

A motion was made by Janelle Young seconded by Dave Dixon, to amend the July 14, 2025 agenda to add Item 11 g. Approval of Security Cameras and Intercom System, and amend as presented. Motion approved – 6 yes (1 absent/Vida)

**Public Comment**

There were no public comments.

**Correspondence**

There was no correspondence.

**Approval of Consent Agenda Items**

Superintendent Scott L. Huard presented the following consent agenda items for approval:

- a. Minutes of the June 9, 2025, Regular Meeting, minutes of the June 17, 2025, Special Meeting and Closed Session Meeting and minutes of the June 24, 2025, Special and Closed Session Meeting.
- b. 2025-2026 Depositories for School Funds (financial institutions for doing business with; either on a regular basis or for investments): 5/3 Bank, Bank of America, Cadre/Michigan School District Liquid Asset Fund (MILAF), Citizens Bank, Comerica Bank, Flagstar Bank, Huntington Bank, Key Bank, First Merchants, PNC Bank, Sky Bank, MI Class, UMB Bank, CIBC Bank, and Chemical Bank.
- c. Retention of Thrun Law Firm as the district's law firm for 2025-2026
- d. Compensation for Board members to be \$30 per meeting up to a total of not more than fifty-two (52) meetings per year.
- e. Authorize the administration to post special meetings on behalf of the Board of Education.
- f. Authorize the following people to sign checks, contracts, agreements, and purchase orders as follows:
  1. Accounts Payable and Payroll – Secretary or Treasurer of the Board or Board President
  2. Student Activity Account – Secretary or Treasurer of the Board or Director of Finance & Business Services
  3. Debt Account – Secretary or Treasurer of the Board or Director of Finance & Business Services
  4. Cafeteria Fund – Director of Finance & Business Services or Superintendent
  5. Athletic Account – Director of Finance & Business Services or Superintendent
  6. Purchase Orders – Director of Finance & Business Services
  7. Contracts and Agreements – Superintendent
  8. Capital Projects – Director of Finance & Business Services

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- g. Not charging for Notice of Board Meetings as this information is available on the district website.
- h. Designate the Superintendent to assume the responsibilities of the Board Secretary and the Director of Finance & Business Services or Superintendent to assume the responsibilities of the Board Treasurer.
- i. Designate the Director of Finance & Business Services as the Electronic Transfer Officer
- j. Membership to Michigan Association of School Boards for 2025-2026

A motion was made by Dave Dixon, seconded by Tom Wenzel, to approve the consent agenda as presented. Motion approved – 6 yes (1 absent/Vida)

**Superintendent's Report**

1. Resignations – Mr. Marcus Luzier resigned from his position as Athletic Director Effective immediately.
2. Schools of Choice – At the May 30th application deadline, Whiteford had received 8 Schools of Choice applications from district residents to attend other school districts. Our 1% cap is 8 students based on last year's enrollment. We received Schools of Choice applications from non-district residents to attend Whiteford on June 15. Our tentative enrollment number by grade are listed below. We still expect additional enrollment or withdrawn for district residents leading up to the start of school on Tuesday, September 2. Families were notified on June 16 via district letter if their child has been accepted into the Schools of Choice Program to attend Whiteford. Parents/guardians must formally accept or reject acceptance into the Schools of Choice Program by July 18<sup>th</sup>, and the student must be formally registered by August 1st. Of the SOC applications received from Summerfield, IDA, Dundee, Monroe, and Bedford, 3 students were waitlisted, and the rest were accepted reflected in the graph below.

Grade-Level	21-22	22-23	23-24	24-25	IC Number 25-26	NEW SOC Sibling	NEW SOC	DISTRICT RESIDENT ENROLL	COE ENROLL	POSSIBLE WITHDRAWN	TOTAL PER GRADE
TK	n/a	n/a	n/a	16	0	2	0	9	4	0	15
Kindergarten	53	70	66	47	4	12	3	43	0	0	62
1st Grade	64	52	68	65	44	0	0	2	0	0	46
2nd Grade	51	61	53	73	65	0	0	2	0	0	67
3rd Grade	50	54	63	56	72	0	0	1	0	1	72
4th Grade	49	49	52	66	56	0	0	0	0	0	56
5th Grade	61	51	55	56	64	0	0	1	1	1	65
6th Grade	65	65	53	57	56	0	0	0	0	0	56
7th Grade	69	68	74	57	55	0	3	0	0	0	58
8th Grade	59	69	67	74	56	0	1	1	0	1	57
9th Grade	56	66	70	69	75	1	0	0	0	0	76
10th Grade	76	57	67	71	68	0	0	1	0	1	68
11th Grade	65	74	60	65	70	0	0	0	0	0	70
12th Grade	62	64	70	59	67	0	0	0	0	0	67
<b>Elementary</b>	<b>328</b>	<b>337</b>	<b>357</b>	<b>379</b>	<b>241</b>	<b>14</b>	<b>3</b>	<b>57</b>	<b>4</b>	<b>1</b>	<b>318</b>
<b>Middle School</b>	<b>193</b>	<b>202</b>	<b>194</b>	<b>188</b>	<b>231</b>	<b>0</b>	<b>4</b>	<b>2</b>	<b>1</b>	<b>2</b>	<b>236</b>
<b>High School</b>	<b>259</b>	<b>261</b>	<b>267</b>	<b>264</b>	<b>280</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>281</b>
<b>Total</b>	<b>780</b>	<b>800</b>	<b>818</b>	<b>831</b>	<b>752</b>	<b>15</b>	<b>7</b>	<b>60</b>	<b>5</b>	<b>4</b>	<b>835</b>

**Minutes Continued**  
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3. Volunteer Coaching Appointments – The following have been appointed as volunteer coaches:

- Owen Knaggs ..... Varsity Football

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

- Jamie Butz .....\$500 ..... Kris Hubbard Scholarship
- Jamie Butz .....\$230 ..... Softball Program
- David & Carol Creque .....\$100 ..... FFA program

5. Announcements / Reminders / Informational Items

- July 14-17 ..... Volleyball Youth Camp/Volleytots
- August 11 ..... Board of Education Meeting 6:00pm Board Room
- August 19 ..... All-Sport Parent Meeting (7-12<sup>th</sup>) 6:30-7:30pm
- August 27 ..... 1-12 Open House 5-6:30pm
- August 28 ..... TK/Kindergarten Open House 5-6:30pm
- September 1 ..... Labor Day
- September 2 ..... First Day of School (12pm Start)

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

A motion was made by Tom Wenzel, seconded by Janelle Young, 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 6:14 pm.

**Regular Meeting Resumed**

The regular meeting resumed 6:29 p.m.

**Ratification of WEA Master Agreement 2025-2026**

A motion was made by Jeff Bunge, seconded by Dave Dixon, to approve the 2025-2026 WEA contract which was ratified on 7-1-25. Motion approved – 7 yes

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

A motion was made by Shane Hillard, seconded by Tom Wenzel, to contract with Edustaff and hire Julie McCullough as the new JV Women's Basketball Coach to be paid at 6% of BA12 (\$3,479.25) per the terms of the 2025-2026 WEA Master Agreement contingent upon favorable previous employer conduct and FBI/State of Michigan background checks. Motion approved – 7 yes

**Recommendation to Hire Assistant Volleyball Coach**

A motion was made by Jason Vida, seconded by Brandon Iott, to contract with Edustaff and hire Jessica Dusa as the new Assistant Volleyball Coach to be paid the stipend amount of \$800.00 per the terms of the 2025-2026 WEA Master Agreement contingent upon favorable previous employer conduct and FBI/State of Michigan background checks. Motion approved – 6 yes (1 abstain/Bunge)

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**Recommendation to Hire Assistant Football Coach**

A motion was made by Jason Vida, seconded by Jeff Bunge, to contract with Edustaff and hire Drew Knaggs at the new Assistant Football Coach to be paid the stipend amount of \$800.00 per the terms of the 2025-2026 WEA Master Agreement contingent upon favorable previous employer conduct and FBI/State of Michigan background checks. Motion approved – 7 yes

**Appoint Board Representative to MASB Legislative Relations Network**

A motion was made by Dave Dixon, seconded by Shane Hillard, to appoint Jeff Bunge as the Board's representative to the MASB Legislative Relations Network for the 2025-2026 school year. Motion approved – 7 yes

**Appoint MCABOE Representative**

A motion was made by Jeff Bunge, seconded by Dave Dixon, to appoint Shane Hillard as the Board's representative to the Monroe County Association of Boards of Education for the 2025-2026 school year. Motion approved – 7 yes

**Approve Security Cameras and Intercom System**

A motion was made by Shane Hillard, seconded by Brandon Iott, to approve the purchase of security cameras and intercom system from Red Letter at the cost of \$28,074.00 to be paid from excess bond funds. Motion approved – 7 yes

**Any Future Board Calendar Items**

There were no Board of Education future calendar items.

**Adjournment**

The regular meeting adjourned at 6:42 p.m.

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

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