

**WHITEFORD SCHOOLS
OTTAWA LAKE, MICHIGAN 49267**

December 9, 2024

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 December 9, 2024. The Pledge of Allegiance was led by Mr. Hillard. Members present were Shane Hillard, Dave Dixon, Mike Iott, Janelle Young, Jeff Bunge, Kristi Mock and Jason Vida.

Also present were Superintendent Scott L. Huard, Director of Finance & Business Services Marisa Tebbe-Cousino, Athletic Director Marcus Luzier, and MS/HS Principal Jeremy Fielder. There were 5 visitors present.

Approval of Agenda

A motion was made by Dave Dixon, seconded by Mike Iott, to amend the December 9, 2024, Regular Meeting Agenda to remove item 12-b and amend as presented. Motion approved – 7 yes

Special Presentations

Student Participation – Student Council President Alaina McClain was unable to attend the meeting. MS/HS Principal Mr. Fielder shared the following on her behalf:

- Student council hosted Friendsgiving on the last full day before Thanksgiving break.
- The Angel Tree is set up in the gym area. Items needed for local families are listed on the ornaments. If you want to assist the families in need, you take an ornament and bring back the item.
- There is a Christmas tree decorating competition between classes. The trees are located in the atriums.

Leski Wittman Insurance Agency Staff Member of the Month – Mrs. Sarah Bowen, Elementary Kindergarten Teacher, was recognized as Staff Member of the Month for November. A representative from Leski Wittman Insurance Agency was unable to attend the meeting. Superintendent Huard presented Mrs. Bowen with the \$100 gift card. Mrs. Bowen was nominated by Mrs. Angela Madalinski for always caring about her students and wanting the best for them. Board Trustee Kristi Mock seconded this sentiment. Superintendent Huard added Sarah is an invaluable Kindergarten teacher, appreciates all she does and the great things that happen in her classroom day in and day out.

Superintendent's Mid-Year Progress Report – Superintendent Huard presented his mandatory Mid-Year Progress Report to the Board. He provided an update and evidence of progress towards achieving his goals, challenges faced and considered Board suggestions for adjustments.

Public Comment

There were no public comments.

Correspondence

There was no correspondence.

Consent Agenda

A motion was made by Jeff Bunge, seconded by Janelle Young, to approve the consent agenda items as presented.

**Ottawa Lake, Michigan
Minutes Continued
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- Minutes of November 11, 2024, Regular Meeting
- Treasurer's Report and Check Register (November 2024)

Motion approved – 7 yes

Administrative Reports

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

- Fiscal year 2024 Audit is complete. Audit went well. Ended with a 36.6% fund balance. In a great position right now.
- The first payment on the UAAL reduction was received in November and came in lower than anticipated.
- Discussed the Bill PA152 (Medical Benefit Cap) currently in the House, which is a proposal to raise the cap an additional 7%.
- Been busy meeting with Administrators to go over the budget.

Director of Human Resources – Mrs. Cathy Machcinski:

- All regular staff have now completed their annual required Vector Solutions (aka SafeSchools) training.
- The "purchasing" section of the Finance Manual was updated and distributed to appropriate office staff members on 11/17/24.
- The Registry of Educational Personnel (REP) Report was completed and certified on 11/27/24 (prior to the 12/2/24 deadline). We currently report 243 personnel, which includes regular staff and substitutes, as well as contracted staff (i.e., Toledo Building Services, The Nutrition Group, CTE instructors, virtual instructors, and Edustaff coaches and substitute teachers).
- MESSA Open Enrollment (dental/vision/life/options coverages) concluded on 11/27/24.
- The Whiteford Education Association (WEA) has agreed to change insurance carriers for health insurance from United Healthcare to Marpai/Frontpath. Open Enrollment for this new health insurance started on 12/5 and will conclude on 12/13/24 with the new carrier. This plan offers a four-tier billing plan [single, employee/child(ren), employee/spouse, and family coverage], which allows some of our staff members to move to a lower monthly premium plan. Only those carrying family coverage under the new provider will have to make a monthly contribution towards their insurance (\$55.17/month).
- The Earned Sick Time Act (ESTA), which goes into effect on 2/21/25, affects ALL employers in the state of Michigan and ALL employees (full-time, part-time, seasonal, temporary workers, substitute staff). The Michigan Chamber of Commerce is meeting with legislators and requesting Michigan employers do as well, so they understand the impact of this law on ALL types of employers (it's a "one size fits all" law that is not practical for all employers). As it is currently written, this law allows for the minimum accrual of 1 hour of sick time for every 30 hours worked. There is no limit on the amount of ESTA time that can be accrued annually, and it rolls over from year to year. We can, however, cap the annual usage to 72 hours. There are MANY unanswered questions with this new law, and the Business/HR Office staff have participated in two recent webinars to gather information/guidance. We are also awaiting further direction from the State and legal counsel as we will need to address this issue in future bargaining agreements, and contracts with exempt staff and third-party providers. We will also need to outline this benefit in all "offer" letters and onboarding documents including the employee handbook. Edustaff has already informed us they will absorb these additional costs for the remainder of the 2024-2025 school year; however, if it continues as it is currently written, we can likely expect some sort of increase in fees from all of our third-party providers.

**Ottawa Lake, Michigan
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Director of Data, Curriculum and Assessment – Mrs. Marcy Anderson:

- We are in week 3 of our 4-week 35a After School Tutoring Fall Session. We have 8 teachers working with 32 students ranging from KG-5th grade.
- We have received samples from three (3) Social Studies Curriculum vendors to "test drive" and will have presentations via zoom from them on Thursday. The Social Studies department will teach lessons from each of the curriculums from January-March. We hope to be able to decide on a curriculum in April.
- After Christmas break, we will look at the KG-5th grade math data to determine if a new curriculum is needed. Instead of a new one, we may need to offer PD with our current curriculum and ensure the teachers have all the necessary materials.
- Grades 6-8 Science will begin researching a new curriculum in January.
- She is continuing to work with a few teachers on the student data driven analysis to determine student mastery of concepts/skills.
- Has compiled the district NWEA, MSTEP, PSAT, and SAT data for the last ten (10) years. She also gathered the county, state, and "peer district" data for these tests to compare our data. "Peer districts" are based on enrollment, % of free and reduced, district type, and location.

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

- All outdoor athletic fields and grounds have been put to bed, ready for spring.
- Leaves were mulched and the last mowing occurred.
- Started the work on the landscape garden in the center courtyard.
- Getting everything ready for snow and ice when it happens.
- Working on the stage, getting it ready for the musical season.
- In the process of purchasing a lift for the school district.
- With the new lift we will start painting and removing items off the MS gym walls.
- Finalized bus driver additional mileage pay.
- Taking 2 buses to Hoekstra to get warranty work done over the Christmas break.
- Preparing to host all of the Christmas events prior to the break.
- Started working on budget adjustments for the new year.
- Looking forward to having some days off and spending time with family over the winter break.

Athletic Director – Mr. Marcus Luzier:

- Winter sports have begun.
- 21 MS boys playing basketball (8-7th grade 13-8th grade).
- 24 HS boys playing basketball (13 JV and 11 Varsity).
- 20 HS girls playing basketball (10 JV and 10 Varsity).
- 11 MS girls doing competitive cheer and 7 Varsity.
- Assuming 20 girls go out for MS basketball, that would give us 103 students in winter sports.
- MS girls basketball will not begin until 1/6/25.
- Varsity football schedule for the TAAC has been approved with 4 home league games. Homecoming will be 10/10/25 against Erie Mason. Senior Night will be 10/24/25 against Ottawa Hills.
- To date, no certified trainers have applied for the trainer position.
- Bruce Friedman (Toledo Building Services) donated \$4,596.00 for guardian helmets for 7th through 12th grade football players.

Middle/High School – Mr. Jeremy Fielder:

- Excellent PD Day w/Gerry Brooks on 11/1/24.
- Parent/Teacher Conferences were 11/14/24.
- Fall Pupil Account is complete. Really appreciated Mrs. Malinda Luzier's hard work on it.
- Attended Walleye Game 12/4/24.
- K-12th exploring new social studies curriculum.

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- Mandatory Sexual Assault letter for grades 6th through 12th sent out to parents notifying them that the information be sent out to students through Schoology.
- Working with OK2SAY organization to have live virtual presentations here on 1/10/25 regarding different safety topics.
- HS band and choir concert is 12/15/24 at 3pm.
- MS band and choir concert is 12/19/24 at 7pm.
- Exams are scheduled for 1/21/25 – 1/24/25.
- Started the first draft (25/26) schedule today.

Elementary School – Mr. Samuel Marsh:

- Right now, 3rd-4th are in their 2nd NWEA testing window and will be done testing by 12/13/24. The ones who are done testing are showing some good growth.
- Our teachers and interventionists have been hard at work using this data to best support the students.
- December is Gratitude Month. Kick off assembly was last Friday 12/6/24.
- Celebrated November Responsibility Students with a "Be a Bobcat Breakfast" Thursday 12/5/24.
- Santa's workshop is ready for shopping the rest of this week. Thanked the WPA and head elf Sarah Cross.
- The Elementary Christmas Concert is this Thursday 12/12/24 (TK-2nd 6:00-7:00 3rd-5th 7:15-8:15).
- Elementary Holiday Spirit week is all next week.

Superintendent's Report

1. Board of Education Recognition – Secretary Mike Iott and Trustee Kristi Mock have expiring terms on December 31, 2024, and they chose not to run again on the November 2024 ballot for re-election. Superintendent Huard took a moment to recognize Secretary Iott and Trustee Mock for their years of service on the Whiteford Board of Education and expressed that he deeply appreciated their dedication and service. Their leadership, commitment to our students, and tireless efforts have made a lasting impact on our schools and community. School board members are TRUSTEES, responsible for a TRUST established by the community. The most IMPORTANT beneficiaries of this TRUST are the public-school students within OUR community. Their PRIMARY obligation is to ensure that students' needs are identified and met through a collaborative process with the school superintendent. Mr. Huard appreciated the last three and half years serving as superintendent under their guidance and direction. Additionally, he thanked them for their invaluable contributions and heartfelt care. Mr. Huard wished them well in their next endeavors and looks forward to their continued support of Whiteford Agricultural Schools.
2. Resignation – Ms. Jaycie Harris resigned from her position as Assistant Varsity Track and Field Coach effective immediately due to graduating this spring with her Early Childhood Education degree.
3. Volunteer Coaches – The following people have been appointed as volunteer coaches:
 - Basketball Kyle Parsons Assistant Coach, MS
 - Competitive Cheer Ariona Mulvey Assistant Coach, MS
4. Gifts/Donations – Recent donations to the district include:
 - McDonalds \$250 Whiteford Athletes
 - Jack & Cortney Schaefer Binders/Folders Whiteford School District
 - Toledo Building Services Guardian Helmets MS/HS Football Program
5. Announcements / Reminders / Informational Items

**Offawa Lake, Michigan
Minutes Continued
December 9, 2024**

- December 9-13.....WPA Santa's Workshop (Elementary)
- December 12.....Elem. Christmas Concert TK-2nd (6-7:00pm) 3-5th (7:15-8:15pm)
- December 14.....HS Ensemble/Chorale Concert: Mathes Tree Farm 12-1:00pm
- December 15.....Student Council Wreaths Across America 1-2:00pm
- December 15.....HS Band/Choir Christmas Concert 3-4:00pm
- December 18.....HS Ensemble/Chorale Concert: Toledo Zoo 5-6:00pm
- December 19.....MS Band/Choir Christmas Concert 7-8:00pm
- December 20.....Early Dismissal (Elem-10:55) (MS/HS-11:05) -Christmas Break
- December 23-January 3.....No School - Christmas Break

Capital Bond Campaign

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

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 2264.....Nondiscrimination on the Basis of Sex in Education Programs or Activities **(New)**
2. Policy 2266.....Nondiscrimination on the Basis of Sex in Education Programs or Activities **(Update)**

A motion was made by Dave Dixon, seconded by Jeff Bunge, to approve the NEOLA Board Policy Updates as presented. Motion approved – 7 yes

Adopt PQA Document

A motion was made by Mike lott, seconded by Kristi Mock, to adopt the application for Preliminary Qualification of Bonds as outlined on Page 1 – Certificate Section as presented. Motion approved – 7 yes

January Organizational Meeting/Regular Board Meeting

A motion was made by Kristi Mock, seconded by Mike lott, to set January 13, 2025 (6:00 p.m.) as the date/time for the annual organizational meeting with the regular meeting to follow. Motion approved – 7 yes

Other Board Concerns/Reports

Mr. Hillard thanked Mrs. Mock and Mr. lott for their 8 years of dedicated service to the Board of Education.

Adjournment

The regular meeting adjourned at 7:14 p.m.

Minutes approved , President

Minutes approved , Secretary