

**WHITEFORD SCHOOLS
OTTAWA LAKE, MICHIGAN 49267**

April 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 6:00 p.m. by President Shane Hillard on April 14, 2025. The Pledge of Allegiance was led by Mr. Hillard. Members present were Shane Hillard, Dave Dixon, Janelle Young, Brandon Iott, and Tom Wenzel. Jeff Bunge, Dave Dixon 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, Athletic Director Marcus Luzier, MS/HS Principal Jeremy Fielder, and Elementary Principal Sam Marsh. There were 5 visitors present.

Approval of Temporary Secretary

A motion was made by Shane Hillard, seconded by Janelle Young, to approve Tom Wenzel as temporary secretary for the April 14, 2025, Regular Meeting. Motion approved – 4 yes (3 absent-Bunge/Dixon/Vida)

Approval of Agenda

A motion was made by Janelle Young, seconded by Brandon Iott, to approve the April 14, 2025, Regular Meeting Agenda as presented. Motion approved – 4 yes (3 absent-Bunge/Dixon/Vida)

Special Presentations

Student Participation – Student Council President Alaina McClain reported the following to the board:

- Spirit week before spring break went very well.
- Planning on school wide rock paper scissor game.
- Field Day finalized and scheduled for May 20 (rain day May 22).
- Planning Battle Cats end of year assembly (each grade level will have matching bandanas). Student council is looking for donations to offset the cost of the activity.

(Jason Vida arrived at 6:03 p.m.)

Leski Wittman Agency Staff Member of the Month – Mrs. Shelly DeVantier, Elementary Reading Specialist, was recognized as Staff Member of the Month for March and was presented with a \$100 gift card by Meghann Borgelt from Leski Wittman Insurance Agency. Shelly was nominated by Mrs. Jen Floyd, Mrs. Mariann Hillard, Mrs. Linda Groch, and Mrs. Katie Brunt, who all echoed the same sentiments that Shelly, besides doing her own job, will support in any way as needed. She is truly an amazing staff member, colleague, and friend. Superintendent Huard read highlights from her nomination forms and shared that he appreciates all that she does and is a selfless servant to the staff and community. Principal Marsh added Shelly is an advocate who loves Whiteford, and he appreciates her tremendously.

Public Comment

There were no public comments.

Correspondence

Mr. Todd Schreiber sent a heart-felt letter to the Board expressing his overwhelming gratitude for the dedication of the Todd R. Schreiber Stage including the display of 23 years of playbills.

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Consent Agenda

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

- a. Minutes of the March 3, 2025, Regular Meeting and Closed Session Meeting and the March 19, 2025, Special Meeting
- b. Treasurer's Report (March 2025) and Check Register (February 2025 and March 2025)
- c. Adoption of Resolution to Proclaim April as Child Abuse Prevention Month

Motion approved – 5 yes (2 absent-Bunge/Dixon)

Administrative Reports

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

- Majority of taxes have been collected.
- She and Laura Cruz-Hartland, Accounting Assistant, will be attending MSBO annual conference April 29 through May 1 which is all day conferences for CFO license and payroll certification.
- Preparing for the year end audit and closing out the books.

Director of Human Resources – Mrs. Cathy Machcinski:

- Continue to expand the use of the DocumentLOK electronic storage software for personnel related documents. Looking into utilizing this software for Edustaff coaching records as well.
- Annual Total Compensation Letters were distributed to staff members last week. Special thanks to Accounting Assistant Laura Cruz-Hartland for her assistance with the payroll-related data that is included in these letters.
- Making more progress on the Employee Handbook and Substitute Teachers Handbooks for rollout in the fall.

Director of Data, Curriculum and Assessment – Mrs. Marcy Anderson:

- WIDA testing has been completed for our ELL students. PSAT for grades 8 and 9, PSAT grade 10, and SAT for grade 11 were given Wednesday, April 9. ACT WorkKeys were given to grade 11 on Thursday, April 10. MSTEP will take place for grades 3-8 and grade 11 in the next 5-6-week timeframe. Benchmarking testing (MDE Early Literacy and Math K-2, NWEA 3-7).
- The team is finishing up their study for Social Studies Curriculum for grades 6-12 and will attend May's Board meeting to present and ask for approval to purchase. Once they decide on which curriculum (TCI or McGraw Hill) they are choosing to adopt, we will reach out to the publisher for a quote.
- The science teachers have received samples for grades 6-12 Science Curriculum and have started teaching sample lessons. Their goal is to come to a consensus and present it to the board in June.
- They have finished doing an audit of materials for grades kindergarten-5 that teachers currently have and what they will need to fully implement Everyday Mathematics next school year. Still waiting for a quote from McGraw Hill to see if we can get a deal because we will be purchasing so much for math.

Transportation & Buildings and Grounds – Mr. Charlie Butz:

- Completed the MS gym old sign removal and painting and hanging of new signage.
- Completed HS south entrance showcase removal and painting.
- Continuing the removal of old bushes and pergola from the courtyard.

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- Gathering material and preparing for the courtyard construction.
- Installed new additional ovens and other equipment in the cafeteria.
- Continuing the cleaning and painting of boiler rooms.
- Working on new bond items with our architects and informational meetings.
- Hanging of the new MS gym wall pads.
- Spring sports have started which means lots of bussing is happening.

Athletic Director – Mr. Marcus Luzier:

- Boys' and girls' basketball were both honored as academic all-state.
- The boys team GPA was 3.8234 and the girls was 3.8977, which was the fifth highest in the state of Michigan for all schools' varsity girls' teams.
- The athletic department and JV/Varsity boys' baseball program worked together to restart MS baseball. This program is not school sponsored, but it is important to our baseball program to have a community-based team option at the MS level.
- MS track began with 34 boys participating and 18 girls.
- High school spring sports between baseball, softball, track, and boys golf have 115 participants. That's 44% of the high school student body participating in a spring sport.
- Thanked Mr. Huard for allocating some grant money for purchasing a permanently affixed outdoor AED unit. The AED will be inside a holding unit that heats and cools.
- Thanked Mrs. VanCamp for taking a lead role in the implementation of Finalforms. She began a soft launch with some teachers and is expanding from there.

Middle/High School – Mr. Jeremy Fielder:

- PSAT/SAT testing for grades 8-11 was completed on April 9; ACT Work Keys was completed on April 10 (juniors only). The results for students to view will be released through College Board in a few weeks but will not be available for public viewing until this summer.
- The Spring Musical was a huge success; thanks to everyone who helped recognize Todd Schreiber and his contributions to the district.
- HS Choir Festival was March 18. They received "1" or "Excellent" rankings and will compete in State Competition on May 1. The Concert Choir received a perfect score in sight reading.
- MS Choir Festival was March 7. They received "1" or "Excellent" score and will compete in State Competition on April 30.
- Cooper Diesing is in the MSVMA All-State choir, May 8-10. Mr. Mr. Schreiber is an accompanist for the event at MSU.
- The HS Robotics Team finished 21st in the state competition but won an award and had their best season to date.
- The MS Band competed at festival for "comments only" this year (no scoring).
- The HS Band received a "2" ranking at festival.
- They are currently working on the Master Schedule for 25-26 school year as scheduling meetings with students are complete.
- The MS Spring Dance on April 4 was a huge success. Big shout out to Amanda Diesing.
- The FFA banquet is tonight, and their Regional Convention is April 29.
- The Men's and Women's singers earned an excellent in sight reading at the MSVMA State Solo & Ensemble Festival.
- Will be MSTEP testing the rest of the month.
- Asking for board approval to hire Amanda Kelly as the HS Art teacher for the 25-26 school year. Amanda finished her student teaching with Mrs. Seiser in the Fall and has been a long-term sub in our building for Mrs. Valdez and Mrs. Seiser.

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Elementary School – Mr. Sam Marsh:

- April is leadership month.
- Thanked Shelly DeVantier for organizing an amazing reading month including a school wide book ("Pie" by Sarah Weeks), 4 author visits (including Sarah Weeks), book bracket, and a school-wide field trip to see "Cat in the Hat" at the Croswell.
- Thanked the WPA for all their help to make Reading Month a success.
- Reported they have started the testing/bench marking season. MDE Reading and Math assessments for kindergarten through grade 2. MSTEP testing for grades 3-5.
- Deputy Benes lessons started. Each grade was able to pick out a topic for him.
- They screened 60 potential students for TK-Kindergarten (38 in-district and 22 SOC).
- Working on next week's rosters.

Superintendent's Report

1. Resignations – Mr. Nick Abalos resigned his position as Head Men's Basketball coach effective immediately. He is grateful to all the people, coaching staff, and athletes that came through his program and will always be a fan of Whiteford basketball. Mrs. Kim DeSilvis resigned her position as Varsity Sideline Cheer Coach effective immediately. Mrs. Patty Iott resigned her position as MS Basketball Coach effective immediately due to time conflicts with her daughter playing high school sports.
2. Volunteer Coaching Appointments – Listed below are the volunteer coaching appointments for the 2025 spring sport season:

- Joseph Copciac..... HS Track/Cross Country

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

The Collaborative	\$800.00	Baseball Program
Matthew Holzemer.	\$200.00	Baseball Program
Joshua Holzemer.....	\$200.00	Baseball Program
Hanley's Auto & Performance, LLC	\$400.00	Softball Program
Wilkinson Sportswear	\$300.00	Baseball Program
Anonymous.....	\$200.00	Track Program
Anonymous.....	\$250.00	Weightlifting Equipment

4. Announcements / Reminders / Informational Items

- April 15 WPA Meeting 6:00pm Elementary Cafeteria
- April 17 1st Grade Field Trip: UT Ritter Planetarium
- April 18 No School – Good Friday
- April 20 Easter Sunday
- April 21 No School – Easter Break
- April 21 American Red Cross Blood Drive – Aux GYM 9-2:00pm
- April 23 Administrative Assistants Day
- April 24 2nd Grade Field Trip: Sylvania Historical Village
- April 26 Junior/Senior Prom - Laroy's Hall 7-10pm
- April 22 American Red Cross Blood Drive 9am Auxiliary Gym
- April 25 Track & Field Youth Camp 3-4:30pm
- April 27-April 28 ... FFA Field Trip: Leadership Camp
- April 30-May 2 Middle School State Choral Festival – Leslie High School

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- May 1 5th Grade Field Trip: Toledo Zoo 8:30-2:30pm
- May 5-9 Staff Appreciation Week
- May 6 Election Day
- May 9 Kindergarten Field Trip: Wildwood Preserve Park
- May 11 Mother's Day
- May 12 Board of Education Meeting – 6:00pm Board Room
- 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

Capital Bond Campaign

Superintendent Huard updated the board on the latest Capital Bond information.

Recommendation to Hire Regular Route Bus Driver

A motion was made by Janelle Young, seconded by Brandon Iott, to hire Natasha Brown as the new Regular Route Bus Driver effective the 2025-2026 school year per the terms of the 2023-2025 WESPA Master Agreement, contingent upon favorable previous employer conduct and FBI/State of Michigan background check. Motion approved – 5 yes (2 absent-Bunge/Dixon)

Note: Natasha is already a substitute bus driver with the district and has already completed the necessary background checks.

Recommendation to Hire MS/HS Art Teacher

A motion was made by Jason Vida, seconded by Janelle Young, to hire Amanda Kelly as the new MS/HS Art Teacher at Step 1-BA of the current WEA Master Agreement (at no less than the 24-25 starting salary of \$41,234) with an effective start date of August 27, 2025, contingent upon favorable previous employer conduct and FBI/State of Michigan background checks. Motion approved – 5 yes (2 absent-Bunge/Dixon)

Recommendation to Hire Elementary School Counselor

A motion was made by Tom Wenzel, seconded by Shane Hillard, to hire Danielle Brossia as the new Elementary School Counselor at Step 1-MA of the current WEA Master Agreement (at no less than the 24-25 starting salary of \$43,600) with an effective start date of August 27, 2025, contingent upon favorable previous employer conduct and FBI/State of Michigan background checks. Motion approved – 5 yes (2 absent-Bunge/Dixon)

Recommendation to Hire Head Sideline Cheer Coach

A motion was made by Tom Wenzel, seconded by Jason Vida, to contract with Edustaff to hire Jordan Younglove as the new Head Sideline Cheer Coach at Step 1-BA of the current WEA Master Agreement (at no less than the 24-25 starting salary of \$3,298.72), contingent upon favorable previous employer conduct and FBI/State of Michigan background checks. Motion approved – 5 yes (2 absent-Bunge/Dixon)

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Recommendation to Hire Head Men's Basketball Coach

A motion was made by Shane Hillard, seconded by Brandon Iott, to contract with Edustaff to hire Jordan Bollin as the new Head Men's Basketball Coach at Step 17-BA of the current WEA Master Agreement (at no less than the 24-25 starting salary of \$7,012.80), contingent upon favorable previous employer conduct and FBI/State of Michigan background checks. Motion approved – 5 yes (2 absent-Bunge/Dixon)

Approval of Lawn Care Contract Extension

A motion was made by Janelle Young, seconded by Jason Vida, to extend the lawn care contract with Precision Irrigation & Lawn Care for one year based on the terms agreed upon and outlined by Superintendent Huard and Director of Transportation & Buildings and Grounds Mr. Charlie Butz, as presented. Motion approved – 5 yes (2 absent-Bunge/Dixon)

Approval of New High School Courses

A motion was made by Tom Wenzel, seconded by Brandon Iott, to approve the new High School Courses (Hollywood v History, Histories Mysteries, Digital Announcements and History of the Bible, as presented. Motion approved – 5 yes (2 absent-Bunge/Dixon)

Approval of Wireless E-Rate Project Bid

A motion was made by Janelle Young, seconded by Jason Vida, to approve the purchase of a new Aruba Wireless Solution from MOSS for a total of \$40,000.24 before the USAC E-Rate discount (60%-\$24,000.14). The total out of pocket cost to the district for this upgrade is \$16,000.10, as presented. Motion approved – 5 yes (2 absent-Bunge/Dixon)

Closed Session – For the Purpose of Collective Bargaining

A motion was made by Tom Wenzel, seconded by Shane Hillard, 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.

Regular Meeting Resumed

The regular meeting resumed at 8:00 p.m.

Any Future Board Calendar Items

There were no Board of Education future calendar items.

Adjournment

The regular meeting adjourned at 8:01 p.m.

Minutes approved _____, President

Minutes approved _____, Secretary