

**WHITEFORD SCHOOLS
OTTAWA LAKE, MICHIGAN 49267**

October 13, 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 October 13, 2025. The Pledge of Allegiance was led by Mr. Hillard. Members present were Shane Hillard, Dave Dixon, Jeff Bunge, Janelle Young, Brandon Iott, Jason Vida and Tom Wenzel.

Also present were Superintendent Scott L. Huard, Director of Finance & Business Services Marisa Tebbe-Cousino, Athletic Director Mirandia Green, and Elementary Principal Samuel Marsh. There were 7 visitors present.

Approval of Agenda

A motion was made by Dave Dixon, seconded by Janelle Young, to approve the October 13, 2025, Regular Meeting Agenda as presented. Motion approved – 7 yes

Special Presentations

Student Participation – Student Council Secretary Cade Schober, attended the meeting and presented the following to the board:

- Return of powder puff this year which was a lot of fun.
- Busy homecoming week with float and hall decorating, spirit days and pep assemblies.
- Had a great turn out at the homecoming dance with over 200 students attending. Briar Wing and Antonio Nachtrab were crowned homecoming queen and king.
- Collecting new and gently used athletic shoes to donate to the boys' and girls' clubs.
- Upcoming events are Friendsgiving in November and the Angel Tree in December.
- Winterfest is earlier this year on January 9 and 10.

Leski Wittman Insurance Agency Staff Member of the Month – Mrs. Janie Valdez, MS/HS Special Education Teacher, was recognized as Staff Member of the Month for September. Meghann Borgelt from Leski Wittman Insurance Agency attended the meeting and presented Mrs. Valdez with a \$100 gift card. Janie was nominated by Mr. Jeremy Simmons for being not only one of the most dedicated educators to our students but also one of the hardest working coaches. Superintendent Huard added that Janie's special interactions and support of students directly impacts their success.

WPA Booster Groups Annual Reports – Robotic Boosters President Jeremy Gap and Amanda Valasek attended the meeting and presented the following to the board:

- Included 8th grade this year to help expand the program and spread more awareness.
- MDE grant is getting smaller each year so they are working with the students to help seek support from the community by not only teaching them technical skills but life skills as well.
- To date they have received two new sponsors this year.
- There are no divisions but compete against everybody including bigger size school districts.
- Have upcoming events starting in mid-March and mid-April if they qualify for states.

National Principals Month – Superintendent Huard shared how much he appreciated what Elementary Principal Sam Marsh and Middle/High School Principal Jeremy Fielder do each and every day in our buildings for our staff and students. He presented Mr. Marsh with a token of appreciation (Mr. Fielder was not present at the meeting). Board Trustee Tom Wenzel added how much his family loves Principal Marsh.

**Minutes Continued
Ottawa Lake, Michigan
October 13, 2025**

Public Comment

There were no public comments.

Correspondence

Superintendent Huard read a letter from Shawn Emerson thanking the Board of Education, Mike Iott, and Superintendent Huard for the dedication of the Collin Emerson courtyard in honor of her late husband.

Consent Agenda

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

- Minutes of September 8, 2025, Regular Meeting
- Treasurer's Report and Check Register (September 2025)
- Adoption of Resolution to Proclaim October as National Principals Month
- Adoption of Resolution to Proclaim October 20-24, 2025, as School Bus Safety Week

Motion approved – 7 yes

Administrative Reports

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

- The state passed the budget on Tuesday, October 7. Did get an increase in foundation.
- Are continuing with At Risk funding.
- Early literacy instructional time was eliminated.
- 147a eliminated.
- Fiscal year 2025 audit is going well but still in the process.

Director of Human Resources – Mrs. Cathy Machcinski:

- Dental rates for 2026 increased by 5%, while the vision and life rate increases were minimal (penny or two) or remained the same as 2025. Open Enrollment for MESSA Insurance will occur November 1-15, 2025.
- Waiting on the results of the health insurance bidding process, which usually takes several weeks, before we can move forward with Open Enrollment for health insurance.
- The Urgent Care Center we used for work-related injuries and DOT physicals for bus drivers closed unexpectedly at the end of September. ProMedica 360 Health in Toledo is the new site for driver DOT physicals (the same place they go to for their random drug testing). Still working on a site in Michigan for our work-related injuries.

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

- Completed new MS playground/gym outside court.
- Working on new softball dugouts and surrounds.
- Completed Colin Emerson court yard.
- Completing day to day tasks now that the school is full of people.
- Converted to all new desks and chairs in the three 5th grade classrooms.
- Full swing with football stadium prep for games and volleyball game set ups.
- Busy with Fall Sports trips.
- Getting all transportation routes tightened up now that we are a month in.

Minutes Continued
Ottawa Lake, Michigan
October 13, 2025

- Field trips going out weekly.
- Started working on Winter sports trips.

Athletic Director – Ms. Mirandia Green:

- Volleyball playoffs will be at SMCC.
- Football had a big win. Right now they are in the top 4.
- Senior night is October 24.
- TCC championship cross country is October 14.
- Created a new football conference with Edon, Sand Creek, Erie Mason, Hilltop, Montpelier, North Central, and Summerfield High Schools called Great Lakes Conference. It is an 8-team league with 4 teams in Michigan and 4 from Ohio.

Middle/High School – Mr. Jeremy Fielder:

- Exact Path diagnostics are finished for grades 6-11 in Math, and some English teachers are taking advantage of the digital personalized learning paths.
- Math teachers attended DESMOS Digital Calculator training at the ISD last month to better prepare our math students for tests and to utilize all the functions of the digital calculator.
- Students in grades 8/9 completed the PSAT 8/9 on Tuesday, October 7th, while students in grades 10/11 took the PSAT/NMSQT on Wednesday, October 8th. This is an important data point and practice test for our students to prepare for State Assessments in the Spring.
- 25 students in grades 9-12 will attend the "Build My Future" Construction Career Day at the Wood County Fairgrounds on October 16th. Some companies are interviewing seniors for seasonal work/internships at the event.
- We are seeking approval for Commencement to again take place at Crossroads Church on Thursday, May 28th, 2026, at 7 PM.
- On Tuesday, October 7th, Seniors traveled to Forest View Lanes for Bowling, Volleyball, and Pizza. This was their reward for having the top SAT Math scores in Monroe County in the spring of 2025. Jon Scheffer organized the trip for students.
- Homecoming week was a great success, with excellent hallway decorations, a MS and HS Pep assembly, Floats, and a smooth/safe Homecoming Dance.
- On September 18th, Christine Bischoff came in to help register senior students to vote.

Approval of 2026 Commencement Date/Time

A motion was made by Janelle Young, seconded by Tom Wenzel, to approve Thursday, May 28, 2026, at 7:00 p.m. as this year's commencement date and time. Motion approved – 7 yes

Approval of 2026 Commencement Location

A motion was made by Tom Wenzel, seconded by Dave Dixon, to approve Crossroads Community Church as this year's commencement venue. Motion approved – 7 yes

Elementary School – Mr. Samuel Marsh:

- They concluded Kindness month, and are now onto Respect. Had their first two assemblies and first value student of the month breakfast.
- Beginning of the year state testing and benchmarking is complete.
- They are working on getting feedback from 5th grade students, staff and families on how the 5th grade move has been so far.
- The 5th Grade attended Camp Michindoh from September 9-12 and had a great time.
- Elementary school picture day was September 16.
- Feel the 5th grade transition is going well. Sent out a survey for feedback to students/parents regarding how they feel the transition is going. Really appreciate the new furniture.

Minutes Continued
Ottawa Lake, Michigan
October 13, 2025

- Big Shout out to the Administrative Assistants on working on fall count and all the work they do on the count packets.
- Another successful WPA Cookie Dough Fundraiser was held September 23 through October 9.
- Upcoming Elementary events are Unity Day (anti-bullying) wear orange day on October 22, Healthy Choices Week October 27-31, and the traditional Halloween Parade for TK5-th grade on October 31. Information will be sent home shortly for the parade.
- Having a book fair November book 10-14.

Superintendent's Report

1. National Principals Month – October is National Principals Month, and we're proud to celebrate our two outstanding leaders here at Whiteford Agricultural School District! Every day, our principals work tirelessly to ensure our schools run smoothly. From guiding staff and making key decisions about curriculum and student success, to creating a safe, welcoming, and productive learning environment, their leadership shapes the education and future of every Bobcat. This October, let's take time to recognize and thank Mr. Sam Marsh and Mr. Jeremy Fielder for all they do. A simple gesture goes a long way—write a thank-you note or a Celebrate Whiteford Card, share a small token of appreciation, or even just stop by to say, "Thank you." Let's make sure our principals feel celebrated all month long!
2. Student Count – The 2025 fall student head count is 840. Last year at this time, we were at 832.

	In-Person	Virtual	Total	Middle College	CTE	Dual Enrollment/DC	Work Based	AP Chem	AP Calculus	AP History
Transitional Kindergarten	16		16							
Kindergarten	66		66							
1st Grade	43		43							
2nd Grade	67		67							
3rd Grade	74		74							
4th Grade	57		57							
5th Grade	63		63							
6th Grade	56		56							
7th Grade	60		60							
8th Grade	59		59							
9th Grade	79		79							
10th Grade	68		68	0	1	11	0	0	0	0
11th Grade	68		68	0	8	24	0	8	0	0
12th Grade	63	1	64	0	8	29	11	0	10	0
			840		Students are counted 2 x's if they are in 2 courses					

3. Resignations – Ms. Rachael Groch resigned from her position as an LRE Aide effective September 12, 2025, to stay at home with her child. She will stay on a sub aide. We appreciate everything she has done for our staff and students.

Minutes Continued
Ottawa Lake, Michigan
October 13, 2025

4. Volunteer Coach Appointments – The following have been appointed as volunteer coaches:

- Freeman, Matthew MS Football
- Valasek, Amanda HS Robotics
- Wingerd, Kristopher MS Football
- Zilba, Anthony MS Football

5. Gifts/Donations – Donations were received from the following organizations:

- Monroe County Fair Association.....\$579.32Basketball Program

6. Announcements / Reminders / Informational Items

- October 16 HS Field Trip: Build My Future Showcase
- October 20-24 National School Bus Safety Week
- October 23 HS Band/Choir Concert MS Gym 7-8:00pm
- October 24 MS/HS Picture Retake Day
- October 27-31 MS/HS Red Ribbon Week
- October 31 End of 1st Marking Period
- November 3..... No School – Teacher Professional Development Day
- November 10..... Board of Education Meeting
- November 11..... Veterans Day
- November 11..... Elementary Picture Retake Day
- November 12..... WPA Meeting Elementary Cafe' 6-8:30pm
- November 13..... Early Dismissal (Elem-10:55) (MS/HS-11:05)
- November 13..... Parent-Teacher Conferences 12:00-3:00pm
- November 13..... Cookie Dough Fundraiser Pick Up
- November 17 American Red Cross Blood Drive
- November 26..... Early Dismissal (Elem-10:55) (MS/HS-11:05) -Thanksgiving Break
- November 27-28 No School – Thanksgiving Break

Recommendation to Hire LRE Aide

A motion was made by Jeff Bunge, seconded by Brandon Iott, to hire Ashley Biegajski as an LRE Aide in the elementary building according to the terms of the work agreement for Aides/Paraprofessionals, and contingent upon successful completion of the ETS ParaPro Assessment administered by the Monroe County ISD by December 19, 2025. Her pay would be retroactive to September 15, 2025, her first work date in this position. Motion approved – 7 yes

Note: Mrs. Biegajski has been working as a substitute in the district and has already completed the necessary background checks.

Recommendation to Create Additional Title Aide/Paraprofessional

A motion was made by Tom Wenzel, seconded by Janelle Young, to create a full-time Title Aide 30-hours per week effective immediately for the 2025-2026 school year for additional support needed in the elementary building. Motion approved – 7 yes

Additional Duties/Pay – 2025 Football Season

A motion was made by Jason Vida, seconded by Dave Dixon, to compensate Alex Lipka an additional \$748.38 in pay for the additional services/duties rendered during the 2025 football season. Motion approved – 7 yes

Minutes Continued
Ottawa Lake, Michigan
October 13, 2025

Adopt Resolution for new Athletic Conference (Great Lakes Conference) beginning the 2026-2027 School Year

A motion was made by Janelle Young, seconded by Dave Dixon to adopt the resolution and join the new Athletic Conference (Great Lakes Conference) effective the 2026-2027 school year. Motion approved – 7 yes

Any future Board Calendar Items

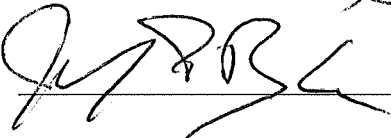
Superintendent Huard noted that there would be a Special Board meeting on October 27, 2025 for the presentation of the 2024/2025 fiscal year audit.

Superintendent Huard shared how he and Charlie appreciated having Elaine Thieman back from medical leave. While Elaine may not always receive the recognition she deserves, her hard work and dedication are truly appreciated.

Adjournment

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

Minutes approved  _____, President

Minutes approved  _____, Secretary

National Principals Month Resolution

It is recommended that the Board of Education approve the following resolution in recognition and support of National Principals Month, October 2025.

WHEREAS October 2025 is declared National Principals Month; in coordination with the efforts of the National Association of Elementary School Principals, the American Federation of School Administrators, and the National Association of Secondary School Principals, working with the U.S. Congress, to designate "National Principals Month" and resolutions thereof;

WHEREAS the vision, dedication, and determination of a principal provides the mobilizing force behind any school reform effort; and

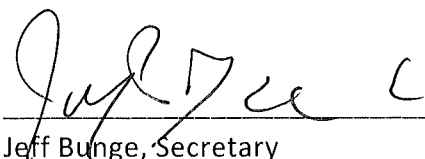
WHEREAS principals are expected to be educational visionaries, instructional leaders, assessment experts, disciplinarians, community builders, public relations experts, budget analysts, facility managers, special programs administrators, and guardians of various legal, contractual, and policy mandates and initiatives, as well as being entrusted with the education and development of young people, the most valuable resource; and

WHEREAS principals set the academic tone for their schools and work collaboratively with teachers to develop and maintain high curriculum standards, develop mission statements, and set performance goals and objectives for schools to achieve educational excellence; and

WHEREAS to honor and recognize the contribution of all school principals and assistant principals at all grade levels to the success of students in Whiteford Agricultural School District; and to encourage residents to observe "National Principals Month" with appropriate ceremonies and activities that promote awareness of school leadership's role in ensuring that every child has access to a high-quality education.

BE IT RESOLVED, in honor of the service of all elementary, middle and high school principals, and to recognize the importance of their school leadership so that every child has access to a high-quality education, and to celebrate school leader accomplishments, the month of October 2025 is hereby recognized as "National Principals Month."

Presented, approved and adopted this 13th day of October, 2025.



Jeff Bunge, Secretary

Whiteford Board of Education

National School Bus Safety Week Resolution

It is recommended that the Board of Education approve the following resolution in recognition and support of School Bus Safety Week, October 20-24, 2025.

WHEREAS, the Whiteford Agricultural Board of Education recognizes that the importance of protecting the safety of Whiteford's school children extends beyond the classroom walls and the school building; and

WHEREAS, the Board has great respect for the accomplishments of school bus drivers, supervisors, and all school transportation personnel in providing the safest transportation possible for children to and from school and home; and

WHEREAS, coordinating the countless routes over so many miles and supervising the dozens of students on each vehicle, requires an outstanding effort put forth by these exemplary professionals who have devoted their careers to transporting our children safely; and

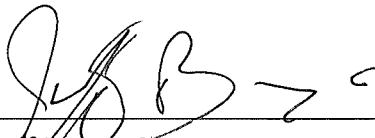
WHEREAS, the Board continues to recognize and to take great pleasure in commending the men and women who accept and meet the challenge of school transportation; now therefore, be it

RESOLVED, that the week of October 20-24, 2025, is recognized as National School Bus Safety Week; and be it further

RESOLVED, that this week be devoted to the recognition of everyone who contributes to the successful operation of our nation's school buses; and be it finally

RESOLVED, that this special week serves as a fitting time to urge all Whiteford drivers to become more aware of school bus safety regulations and encourage all citizens to be alert and drive carefully near school buses.

Presented, approved and adopted this 13th day of October, 2025.



Jeff Bunge, Secretary
Whiteford Board of Education



Great Lakes Conference

Edon • Erie Mason • Hilltop • Montpelier • North Central • Sand Creek • Summerfield • Whiteford

BOARD OF EDUCATION RESOLUTION TO ESTABLISH AN ATHLETIC CONFERENCE FOR INTERSCHOLASTIC FOOTBALL COMPETITION

WHEREAS, the Boards of Education of the Edon Northwest Local School District, Mason Consolidated Schools, Millcreek-West Unity Local School District, Montpelier Exempted Village School District, North Central Local School District, Sand Creek Community Schools, Summerfield School District, and Whiteford Agricultural School District (hereinafter the "Member Districts") recognize the educational, social, and athletic benefits of organized interscholastic competition for students; and

WHEREAS, the Member Districts desire to provide junior high and high school students with opportunities to participate in interscholastic football competition within a structured and cooperative league setting; and

WHEREAS, the formation of an athletic conference will allow the Member Districts to establish consistent rules, schedules, and governance procedures to ensure fairness, safety, and equitable participation; and

WHEREAS, the Member Districts have jointly prepared a Constitution and Bylaws to govern the administration, operation, and regulation of the Conference; and

WHEREAS, it is in the best interest of the Member Districts and their students to formally enter into this cooperative agreement;

NOW, THEREFORE, BE IT RESOLVED that the Board of Education of

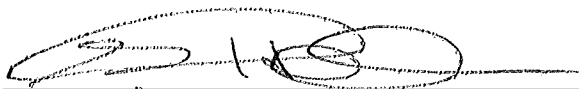
Whiteford Agricultural Schools hereby:
[District Name]

1. **Approves Participation.** Joins with the other seven Member Districts to establish a new interscholastic athletic conference (the "Conference") for the purpose of organizing and administering football competition at the junior high and high school levels.
2. **Approves Constitution and Bylaws.** Approves and adopts the Constitution and Bylaws of the Conference, as jointly developed and agreed upon by the Member Districts, and authorizes the appropriate officials to execute the same on behalf of the District.



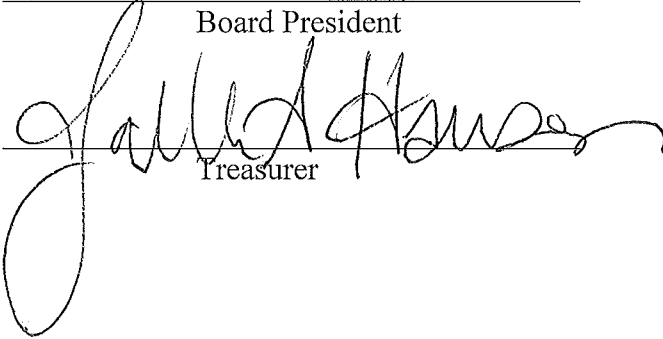
3. **Authorizes Representation.** Designates the Superintendent, Principal, Athletic Director, and/or their designee as the District's official representative(s) to the Conference and grants them authority to participate in the governance and administration of the Conference consistent with its Constitution and Bylaws.
4. **Commits Cooperation.** Commits to abide by the rules, regulations, and governance structure of the Conference and to cooperate in good faith with the other Member Districts in supporting its successful operation.
5. **Effective Date.** Declares that this resolution shall take effect immediately upon adoption and remain in force unless or until modified or rescinded in accordance with the Conference's Constitution and Bylaws.

Adopted by the Board of Education of _____ Whiteford Agricultural Schools _____
this 13 day of October, 2025. [District Name]



Board President

10/13/2025
Date



Treasurer

10/13/25
Date

