

**WHITEFORD SCHOOLS
OTTAWA LAKE, MICHIGAN 49267**

November 14, 2022

Call to Order / Pledge of Allegiance / Roll Call

A regular meeting of the Whiteford Agricultural School Board of Education was called to order at 6:16 p.m. by President Christine Bischoff on November 14, 2022. The Pledge of Allegiance was led by Mrs. Bischoff. Members present were Christine Bischoff, Mike Iott, Shane Hillard, Kristi Mock, Janelle Young, and Jeff Bunge. Dave Dixon was absent.

Also present were Superintendent Scott L. Huard, Elementary Principal Marcy Anderson, MS/HS Principal Jeremy Fielder, Assistant Principal/Athletic Director Jeremy Simmons, and Director of Transportation & Buildings and Grounds Charlie Butz. There was one visitor present (SRO Deputy Brandon Benes).

Approval of Agenda

A motion was made by Mr. Bunge, seconded by Mr. Hillard, to approve the November 14, 2022, Regular Meeting Agenda as presented. Motion approved – 6 yes (1 absent/Dixon).

Strategic Plan Progress Monitoring

Superintendent Huard presented a brief recap of the Whiteford Schools Strategic Plan to ensure that the board's decision making process continues to align with the school district's current values and goals.

Public Comment

Please remember this is not a dialogue between the board members and yourself. However, we may follow-up with you at a later date. Each statement made by a participant shall be limited to three (3) minutes in duration, and no participant may speak more than once. We ask that you be courteous. We also ask that you do not use any employee or student name(s) in your comments. Participants shall direct all comments to the Board and not to staff or other participants.

Special Presentations

Student Participation – Ms. Ali Bauman, Student Council President, reported the following:

- FFA Nationals – great experience
- Red Ribbon Week – Dress-Up opportunities for students
- Fall choir and band concert was a great display of talent
- Volleyball finished 2nd in the TCC
- Cross country team did well at the state championship
- Football team is doing great and advancing in the playoffs

Staff Member of the Month Presentation – Mrs. Julia Evans was recognized as Staff Member of the Month for October. She was unable to be in attendance; therefore, arrangements are being made for a separate date for the representative from Leski/Wittman Insurance Agency to present her with a \$100 gift card. Superintendent Huard read from Mrs. Andrea Young's nomination form and shared the following sentiment: Mrs. Evans is very deserving of this award. Prior to this year, she taught our STEM classes for grades K-8th and a JR High Mathematics course. Mrs. Evans has been a great addition at the elementary teaching 2nd grade this year.

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Safety Presentation – Superintendent Huard and Deputy Benes made a brief presentation on the progress made to ensure the safety of the students and staff. The collaborative effort of students, staff, administrators and parents are necessary to ensure the safety of our learning community.

Correspondence

Mr. Iott read a note from Mrs. Kim DeSilvis, Competitive Cheer Coach, thanking the Board for their support of the competitive cheer program.

Consent Agenda

- a. Minutes of the October 10, 2022 Regular Meeting and the October 24, 2022 Special Meeting
- b. Check Register (October 2022)

A motion was made by Mr. Iott, seconded by Mr. Bunge, to approve the Consent Agenda items as presented. Motion approved – 6 yes (1 absent/Dixon).

Administrative Reports

Elementary School – Ms. Anderson – Principal Anderson shared the October 2022 attendance report for Whiteford Elementary and reported the following:

- Attendance is good ranging from mid to upper 90's in percentage present
- October 31 Professional Development Day – Conscience Discipline
- Halloween Parade was well attended by families and friends.
- 5th grade camp in October was a great success.
- Red Ribbon Week
- 90% attendance for Parent-Teacher Conferences
- Book Fair was a success with over \$10,000 in sales
- Santa's Workshop coming up
- Recent Safety Drill conducted and in less than five (5) minutes, all students/staff were where they needed to be.

Middle/High School – Mr. Fielder – Principal Fielder shared the October 2022 attendance reports for Whiteford Middle School and Whiteford High School reported the following:

- Attendance is good; however, was a little low at 92% the week of Halloween
- Count period in person / count period over
- New Bond Projects (Art, Band, Choir, & Weight Room) are open
- October 31 Professional Development – ISD presentation regarding Formative Assessment
- Parent-Teacher Conferences / busy in evening session
- Thank you to Chris Andrews and Buffy Ruddy for providing food for staff at conferences
- Red Ribbon Week
- Blood Drive in school – target is 25 units
- 2-Week vaping course being considered with the support of the ISD
- Met with Deputy Benes regarding DARE for 7th graders

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Approval of 2023 Junior-Senior Prom Date/Location

A motion was made by Mrs. Mock, seconded by Mrs. Young, to approve the date/location of the 2023 Junior-Senior Prom at the Old Mill Banquet Hall (Dundee, MI) on April 29, 2023. Motion approved – 6 yes (1 absent/Dixon).

Approval of 2023 Commencement Date/Time

A motion was made by Mr. Bunge, seconded by Mr. Hillard, to approve Thursday, June 1, 2023 at 7:00 p.m. as this year's commencement date and time. Motion approved – 6 yes (1 absent/Dixon).

Approval of 2023 Commencement Location

A motion was made by Mr. Hillard, seconded by Mr. Ioff, to approve Crossroads Community Church as this year's commencement venue. Motion approved – 6 yes (1 absent/Dixon).

Assistant Principal/Athletic Director – Mr. Simmons – AP/AD Simmons reviewed the GoFan ticketing system for Board action later in the meeting. He noted it has been in use since 2001 and eliminates cash entry tickets at the gate. He also reported the following:

- Expressed appreciation to all the volunteers that help during football games / athletic events
- Cross Country runners did great
- Football playoffs
- Honoring softball, baseball & track
- GoFan – used since 2001
- MHSAA not going back to cash for ticket sales
- Girls basketball practice starts today
- Honoring spring state participants during winter sports athletic contests
- Competitive cheer mats have arrived and practice has begun

Transportation & Buildings and Grounds – Mr. Butz – Mr. Butz reported the following:

- Two new drivers – 1 full-time, 1 sub are working on gaining training and licensure
- New spaces – still tweaking issues and finishing punch list items
- Stadium breakdown is in progress with the end of the fall sports season
- The old Art room and weight room renovations will be taking place this winter as they are repurposed for new learning spaces.

Superintendent's Report

- **MSBO Business Manager Academy** – It was announced that Marisa Tebbe-Cousino has completed the MSBO Business Manager Academy. This academy requires an 11-month commitment with outside engagement with the cohort, and reflects a high degree of participation, mentoring with peers/facilitators and hands-on application of school business skills.
- **Superintendent Goals 2022-2023** – The focus will be on School Improvement and Labor Relations. The district is entering the 1st year of its new Strategic Plan that will support School

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- Improvement, and building goals and objectives need to be created. New contracts will be negotiated with WEA and WESPA this spring, and it is a goal to come to a fair agreement regarding employment conditions and terms with both groups. Following are Superintendent Huard's two goals and supporting objectives:
 - a. Goal 1 – School Improvement (E4): In coordination with the administrative team and other stakeholder groups, continue to facilitate and create School Improvement Plans at the elementary school, middle school, and high school that align to the district-wide Strategic Plan 22-27.
 - i. Goal 1 Objective 1 – create systems for implementation of improvement efforts and progress monitoring of our desired outcomes for each goal statement.
 - ii. Goal 1 Objective 2 – will help facilitate the creation of the Whiteford Portrait of a Graduate document.
 - b. Goal 2 – Labor Relations/Bargaining (C6): Proactively work with union leadership for WEA and WESPA to build relationships with both staff groups and establish trust and the effective sharing of information in the bargaining process that allows both unions and district to arrive at a fair agreement.
 - i. Goal 2 Objective 1 – meet with union leadership for WEA and WESPA monthly to build and establish a trusting relationship.
 - ii. Goal 2 Objective 2 – share data and/or background information that fosters an environment of transparency.
 - iii. Goal 2 Objective 3 – openly work to resolve union concerns and/or issues as I consider carefully the best interest of the district and our students.
- Volunteer Coach Appointment – The following have recently been appointed as volunteer coaches:

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|------------------------|------------------------|------------------------|
| Cheerleading..... | Jordan Younglove | Assistant Coach, MS/HS |
| Girls Basketball | Shauna Rasor..... | Assistant Coach, HS |
| Boys Basketball | William Bousman..... | Assistant Coach, HS |
| Boys Basketball | Isaiah Joerin..... | Assistant Coach, MS |
| Boys Basketball | Luke Masserant | Assistant Coach, MS |
| Softball..... | Lynn Hammerstrom | Assistant Coach, HS |
| Softball..... | Kris Hubbard..... | Assistant Coach, HS |
| Baseball..... | Michael Scott | Assistant Coach, HS |

- Gifts/Donations – Recent donations to the district include:

| | | |
|--|------------------------|-----------------------------|
| Erich Drescher..... | \$100..... | FFA Program |
| Catholic Charities of Southeast MI | \$500..... | SPLT Program |
| Pilot Company..... | \$10,000 | Student Chromebook Purchase |
| Sponseller Group..... | \$100..... | Robotics Program |
| Sean Driscoll | Personal Care Items... | Elementary Care Closet |
| Obarski Family..... | \$50..... | Elementary Care Closet |
| Nicole Minkowski..... | Clarinet (\$300) | Band Program |
| UAW Local 12..... | \$150..... | High School Football |
| The Collaborative | \$500..... | Meal Expenses (11/10/22) |

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- Announcements / Reminders / Informational Items:
 - Wednesday, November 23, 2022 – Early Dismissal (Start of Thanksgiving Break)
 - Thursday, November 24 - Friday November 25, 2022 – No School (Thanksgiving Break)
 - Friday, December 2, 2022 – Early Dismissal (Teacher Professional Development Day)
 - Thursday, December 22, 2022 – Early Dismissal (Start of Christmas Break)
 - Friday, December 23, 2022 - Monday, January 2, 2023 – No School (Christmas Break)
 - Tuesday, January 3, 2023 – School Resumes

Old Business

None

NEOLA Board Policy Updates (First Reading)

Superintendent Huard reviewed Board Policy updates as noted below:

Bylaw 0144.1..... Compensation (revised)
Policy 6108..... Authorization to Use Electronic Fund Transfers and Automated Clearing House
Arrangements (**new**)
Policy 6460..... Vendor Relations (revised)
Policy 6700..... Fair Labor Standards Act (FLSA) (revised)
Policy 9150..... School Visitors (revised)

These policy updates will be presented at the January board meeting for approval.

Approve Extended Continuity of Learning (ECOL) Plan

A motion was made by Mrs. Mock, seconded by Mrs. Young, to approve the Extended Continuity of Learning Plan as presented. Motion approved – 6 yes (1 absent/Dixon).

Approval of Toledo Building Services Contract Addendum for Added Cost

A motion was made by Mr. Iott, seconded by Mr. Bunge, to approve the added cost addendum to the Toledo Building Services contract as presented increasing per day costs to \$1,417.50 as base pay and \$157.50 per day as conditional payment. Motion approved – 6 yes (1 absent/Dixon).

Approval of GoFan Ticketing System

A motion was made by Mr. Hillard, seconded by Mrs. Young, to approve the GoFan ticketing system, beginning with the 2022-2023 winter sports season, at a cost of \$1.00 per ticket as presented. Motion approved – 6 yes (1 absent/Dixon).

Board of Education Concerns/Reports

Mr. Bunge noted he attended the 2022 MASB Annual Leadership Conference and Delegate

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Assembly in Lansing. He noted two sessions that were particularly informative: CBA 101 – Fundamentals of School Board Service and B06 – School Board Policy Forum. He expressed his goal to attend more CBA classes in the future, either in person or virtual.

Mrs. Bischoff congratulated Mr. Bunge, Mr. Dixon and Mrs. Young on being re-elected to the Whiteford Board of Education (4 year terms). She noted that the election results have not been certified as of this date.

Adjournment

The regular meeting adjourned at 8:36 p.m.

Minutes approved Christine Bischoff, President

Minutes approved Mark Jett, Secretary