

**WHITEFORD SCHOOLS
OTTAWA LAKE, MICHIGAN**

May 8, 2023

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 Board President Christine Bischoff on May 8, 2023. Members present were Christine Bischoff, Dave Dixon, Mike Iott, Shane Hillard, Kristi Mock, and Jeff Bunge. Trustee Janelle Young was absent.

Also present were Superintendent Scott L. Huard, Director of Finance & Business Services Marisa Tebbe-Cousino, Elementary Principal Marcy Anderson, MS/HS Principal Jeremy Fielder, MS/HS Assistant Principal/Athletic Director Jeremy Simmons, and Director of Transportation & Buildings and Grounds Charlie Butz. There were 12 visitors present.

Approval of Agenda

A motion was made by Shane Hillard, seconded by Dave Dixon, to approve the May 8, 2023, Regular Meeting Agenda as presented. Motion approved – 6 yes, 1 absent (Young).

Strategic Plan Progress Monitoring

Superintendent Huard discussed the goal of ensuring all decisions made by the Whiteford Board of Education remain in alignment with the district's Strategic Plan. As an ongoing reminder to the board, Mr. Huard discussed the current plan which centers around maintaining rigorous and relevant curriculum and academic programs, following a core set of values that support a safe and enthusiastic culture and learning environment, implementing plans to attract and retain a highly qualified and motivated staff, and developing and implementing plans for improving and maintaining all district facilities.

Special Presentations

Student Participation – Student Council President Ali Bauman shared the following:

- The Junior/Senior Prom went very well.
- The After-Prom event was enjoyed by all who attended.
- Elections for next year's student council officers will be held soon, and Ms. Bauman plans to attend the June Board of Education Meeting to introduce the new Student Council President/Board Reporter.
- Ag-awareness Day is coming soon, and Ms. Bauman reported that this is a great day for the elementary students to mingle with and be mentored by the older FFA students and to learn all about agriculture.

Leski Wittman Insurance Agency Staff Member of the Month Presentation – Mrs. Sheila Smiddy, MS/HS Building Sub, was recognized as Staff Member of the Month for April and was presented with a \$100 gift card from Chris MacMillan of the Leski Wittman Insurance Agency. Superintendent Huard read from Mrs. Smiddy's nomination forms and shared how much he appreciates her flexibility and the way she works directly with students, especially those who need extra support. Mr. Fielder called Mrs. Smiddy fantastic and expressed his gratitude for all the extra duties she took on while filling a vacancy in the MS/HS main office. Some of the board members expressed how fortunate Whiteford is to have such caring, committed, and hardworking staff like Mrs. Smiddy working for our school. Finally, Mrs. Iott shared her admiration and appreciation for all Mrs. Smiddy has done and continues to do for the Whiteford Agricultural School District.

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Special Presentations Continued....

The Nutrition Group Presentation – Jamie Bertschinger, Regional Manager of The Nutrition Group, warmly greeted the board, then introduced Whiteford's new Food Service Director, Mr. Peter Hannigan. Mr. Hannigan took over for former Food Service Director, Jamie Hoffer, who now works for the Mason Consolidated School District. After the introduction, Mrs. Bertschinger presented her report to the board, which provided a comprehensive recap of the 2022-2023 school year and offered a look into what's ahead for the 2023-2024 school year. Mrs. Bertschinger's report can be viewed on the district's website under the Board of Education tab by clicking on the Agendas & Minutes dropdown menu.

Bond Update – Brian Weber of Plante Moran Cresa attended the meeting via Zoom to present the bond program's Spring Dashboard Report. Mr. Weber also fielded questions from the board regarding the upcoming planning stage for series 3 bond work. Mr. Weber's Spring Dashboard Report can be viewed on the district's website under the Board of Education tab by clicking on the Agendas & Minutes dropdown menu.

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.

There was no public comment.

Correspondence

There was one piece of correspondence to share at the meeting. Board Secretary Mike Iott shared a thank you note from the family of Kathryn Viers, who recently passed away, for the wind chimes the Board of Education gave to the family in her honor. Ms. Viers was a beloved former Whiteford Elementary school teacher, and she continued to attend many Whiteford events long after her retirement to show her continued love, support, and commitment to our community. Ms. Viers will be greatly missed and forever fondly remembered by her Bobcat family.

Consent Agenda

A motion was made by Kristi Mock, seconded by Jeff Bunge, to approve the following consent agenda items as presented:

- The minutes of the April 17, 2023, Regular Meeting
- Treasurer's Report and Check Register (April 2023)

Motion approved – 6 yes, 1 absent (Young).

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Administrative Reports

Business Office – Mrs. Tebbe-Cousino – Director of Finance & Business Services Marisa Tebbe-Cousino shared the following with the board:

- Mrs. Tebbe-Cousino reported that she recently attended the MSBO (Michigan School Business Officials) Conference in Grand Rapids, Michigan. She stated that it was very beneficial; she learned a lot and made many great contacts from around the state of Michigan and from other Monroe County Public Schools.
- She announced that she is working toward her CFO certification.
- The Business Office is working on finalizing budget amendments and closing out the current fiscal year and working on the budget for the 2023-2024 school year.

Elementary School – Mrs. Anderson – Principal Anderson reported the following:

- Mrs. Anderson began by wishing the board a good evening and proclaimed, "Welcome to May!" (which she shared is always such an exciting time in the elementary building).
- Elementary attendance was at its typically high rate.
- Spring is the time of year that allows staff to see student growth.
- There was an exciting visit in the elementary building from the Chick-fil-A cow, who came to honor Whiteford Kindergarten Teacher Emily Nagel and pronounce her the Chick-fil-A Teacher of the Year! Mrs. Nagel won free Chick-fil-A for a year, and all elementary students and staff received a free breakfast card!
- "Derby de Mayo" was celebrated on May 5th, (a nod to Cinco de Mayo, but instead, Derby, the district's therapy dog, was celebrated as May 5th is her birthday).
- The Daddy/Daughter Dance was well-attended. Principal Anderson expressed that our WPA always does such a great job organizing this event.
- The 3rd through 5th grade students will soon fill out the connectedness survey, which allows students to give their views on Whiteford's academic and social cultures.
- The elementary building is wrapping up testing, and Mrs. Anderson announced that she can't wait to dive into the test results and determine how best to support her students.
- There are many great activities and events coming up in elementary school, including Kindergarten Orientation, Ag Day, Carnival and Track & Field Day, Survivor Day, Fear Factor Day, Kindergarten Graduation, and all of the end-of-year classroom ceremonies.

Middle/High School – Mr. Fielder – Principal Fielder reported the following:

- Mr. Fielder began by sharing that both the middle and high school attendance was in the high 90s range mostly every day.
- It is currently a busy time of year and Mr. Fielder stated that the new MS/HS Administrative Assistant, Amanda Duval, has been great to have on board.
- Spring testing is almost over.
- NWEA testing is being incentivized this year to encourage students to perform their best; donations such as gift cards are now being accepted as incentives. Other incentives include student council-sponsored fun activity days.
- The Whiteford FFA Greenhouse is now open.
- It was reported to Principal Fielder that the Junior/Senior Prom was fantastic (he could not attend due to his recent surgery). He recognized Michelle Delmotte for organizing the event and thanked the many helping hands. He also acknowledged that Principal Anderson's son, Dylan, was crowned Prom King and offered kind, congratulatory remarks.
- Mr. Fielder expressed that it was awesome to see the big After-Prom event brought back.

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Administrative Reports Continued....

- Everyone is preparing for all the upcoming Senior Class events.
- Mr. Fielder was thrilled to announce that the Band received all 1s across the board at their state competition.
- The MS/HS awards ceremonies are coming up.
- The middle school students and staff really enjoyed the Mud Hens game.
- Mr. Fielder declared that he is really proud of all the students, stating that we (staff) want to push and challenge them, but also reward them for all their efforts.

Assistant Principal/Athletic Director – Mr. Simmons – Assistant Principal/Athletic Director Jeremy Simmons reported the following:

- Mr. Simmons announced that the spring sports season is wrapping up.
- April was a challenging month due to bad weather cancellations, possibly creating an unusually high number of sporting events in May.
- Mr. Simmons voiced his excitement for the opening of the new High School Gym.
- Fall and winter sports scheduling is already complete, and he is currently working on spring sports scheduling.
- Mr. Simmons declared that this has been a very fast-paced year and he is surprised that it is already coming to an end.

Transportation & Buildings and Grounds – Director of Transportation & Buildings and Grounds Charlie Butz reported the following:

- Mr. Butz announced that there are a lot of projects coming up this spring and summer and he is working diligently to “stay ahead of the game.”
- He is working with the Director of Finance & Business Services, Marisa Tebbe-Cousino, on budgeting and transparency.
- Mr. Butz is staying involved in planning the next series of bond work, making sure we maximize opportunities and get what we need in phase 3.
- Athletics are rolling and keeping the maintenance and transportation teams very busy.
- Transportation is the most challenging during this time of year, but everything is working out ok.

Superintendent's Report

1. **District Projected Student/Staff/Space Presentation** – At the June BOE meeting, I will be providing the Board with an update regarding our projected student enrollment (In-District, Child of Employees, SOC-Siblings, SOC-New), estimated staffing, and space (classrooms/offices) needs.
2. **Internal Staff Change** – With Second Grade Teacher Julia Evans taking a one-year unpaid leave of absence, this prompted the following internal staff position change for the 2023-2024 school year: Elementary Special Education Teacher Andrea Young will fill the 3rd Grade Classroom Teacher vacancy. As an update, since we currently have 3 sections of kindergarten, the projected enrollment for 1st grade indicates that we will need a third section of 1st grade to accommodate the advancing students. First round interviews for the open 1st Grade Classroom Teacher position will be held Tuesday, May 9th, 2023.

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Superintendent's Report Continued....

3. Resignations – Mr. David DeVantier is resigning from his position as Boys JV Basketball Coach effective today, Monday, May 8, 2023, as he accepted the Varsity Basketball Coach position at Blissfield Schools. We will miss the positive contributions he made to our basketball program, and we wish him all the very best in his new career with the Blissfield school district! Ms. Jaycie Harris is resigning from her position as JV/Assistant Varsity Volleyball Coach effective Thursday, April 27th, 2023. Currently, Ms. Harris feels it is necessary to focus on her family and on working toward her degree in education. We are fortunate that she will continue as an Elementary School Paraprofessional here at Whiteford, and we wish her all the best in her academic endeavors!
4. Elementary Summer School 2023 – We are currently making plans for Summer School 2023. We are gathering staff interest in providing students with a 6-week experience beginning the week of June 27. Summer School would be offered Tuesday-Thursday from 9-11am and 11:45-1:45pm to allow students to attend AM, PM, or full day. There will be no cost to families as we have grant funds allocated to providing Summer School. If we have staff interest, families should be receiving information in the coming weeks and a process to sign their child up.
5. Secondary Summer School 2023 – We will be providing credit recovery classes for students. Credit Recovery mandatory dates are Monday-Thursday from June 12-30 from 9-Noon. A flyer outlining information will also be sent in the coming weeks with details.
6. High School Band State Festival Results – The High School Band received straight 1s at the State Band Festival on Thursday, April 27th, 2023. Mr. Welling was thrilled as this was the first time the band had received perfect scores across the board since he began his career at Whiteford! Congratulations to the band and to Mr. Welling!
7. High School Concert Choir and Chorale State Festival Results – The HS Concert Choir and Chorale each received an Excellent rating of "I" at the State level on Thursday, May 4th, 2023. The Middle School Choir doesn't receive an official rating; they attend for a great experience. Mr. Schreiber reported that they had a fantastic performance and received great comments from the judges! Congratulations to Mr. Schreiber and to all his talented singers!
8. Volunteer Coaching Appointments – Listed below are the additional volunteer coaching appointments for the 2023 spring sport season:
 - Alysa TillmanAssistant Track Coach
 - Michael VorpahlAssistant Track Coach
 - Joseph CopciacAssistant Track Coach
9. Acknowledgement of Gifts/Donations – Donations were received from the following individuals/organizations:
 - Angel & Derek Webb\$50 After-Prom Program
 - SPLIT Team c/o Jen Head\$300 After-Prom Program
 - Ottawa Lake Fire Department\$250 After-Prom Program
 - Whiteford Fire Department\$250 After-Prom Program
 - Jim & Sharon Haxton\$350 After-Prom Program
 - Ottawa Lake Fire Department #1\$250 After-Prom Program

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Superintendent's Report Continued....

- Ron Brinning \$100 Class of '76 Scholarship
- Janet Pollard \$300 Class of '76 Scholarship
- Diane and Thomas Wollam \$500 Class of '76 Scholarship
- Linda Velandra \$500 Class of '76 Scholarship
- Anonymous..... \$245 Class of '76 Scholarship
- Jim & Sally Wing Trust..... \$4000 Jim & Sally Wing Family Scholarship
- Erich Drescher..... \$100 FFA Program
- Anonymous..... \$3,000 Softball Program
- Nick Puhl, Edward Jones \$500 Staff Appreciation Lunch
- Les & Ben Manley..... \$100 Opening Day, 2023-2024 School Yr.

10. Announcements / Reminders / Informational Items

- Sunday, May 21, 2023 – Senior Sunday (High School Gym, 3pm-5pm)
- Monday, May 22, 2023 – High School Band and Choir Spring Concert and Awards Ceremony (High School Gym, 7pm-8:30pm)
- Monday, May 29, 2023 – No School, Memorial Day Holiday
- Tuesday, May 30, 2023 – Middle School Band and Choir Spring Concert (High School Gym, 7pm-8:30pm)
- Wednesday, May 31, 2023 – Senior Parade/Senior Sunset (6:10pm start time)
- Thursday, June 1, 2023 – High School Commencement Ceremony (Crossroads Community Church 7pm)
- Thursday, June 8, 2023 – Half Day Early Release (MS/HS 11am, Elementary 11:10am), Exams
- Friday, June 9, 2023 – Half Day Early Release (MS/HS 11am, Elementary 11:10am), Exams/Last Day of School
- Monday, June 12, 2023 – Board of Education Regular Meeting (MS/HS Bobcat Den, 6pm)
- June 19-23, 2023 – Camp Invention, Grades 5-6 (Elementary 8:30-3pm)
- June 27-August 10, 2023 – Camp Whiteford, Incoming KG-Current 4th (Elementary)

NEOLA Board Policy Updates (Second Reading)

Superintendent Huard reviewed Board Policy updates as noted below:

- po2623 – Student Assessment (Revised)
- po6325 – Procurement - Federal Grants/Funds (Revised)
- po8390 – Animals on District Property (Revised)
- po8400 – School Safety Information (Revised)

A motion was made by Shane Hillard, seconded by Jeff Bunge, to approve the NEOLA Board Policy Updates as presented. Motion approved – 6 yes, 1 absent (Young).

Approval of American Threat Assessment and Protection, LLC-Service Agreement

A motion was made by Mike Iott, seconded by Dave Dixon, to approve the American Threat Assessment and Protection, LLC Service Agreement as presented. Motion approved – 6 yes, 1 absent (Young).

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Approval of 2022-2023 School Calendar Amendment

A motion was made by Kristi Mock, seconded by Dave Dixon, to approve the 2022-2023 school calendar as amended to include a shortened school day (which will still be counted as a full day of instruction toward Whiteford's accumulated school hours) on May 23, 2023, due to traffic/busing concerns associated with the Whiteford School District hosting the Tri-County Conference Track & Field Championships. Motion approved – 6 yes, 1 absent (Young).

Approval of Updated 3DPT Contract

The updated 3DPT contract was discussed, but no board action was taken at this time. The new contract will be brought before the board at next month's regular Board of Education meeting for approval.

NEOLA Board Policy Updates (First Reading)

Superintendent Huard reviewed Board Policy updates as noted below:

- po2430 – Field and Other District-Sponsored Trips (Revised)
- po5600 – Student Discipline (Thrun) (Revised)
- po5600A – Student Discipline - Due Process (Thrun) (Revised)
- po5600B – Student Discipline - Students with Disabilities (Thrun) (Revised)
- po5600C – Student Discipline - Reinstatement Following Expulsion (Thrun) (Revised)
- po5600D – Student Discipline - Enrollment Following Misconduct at Another Public or Nonpublic School (Thrun) (Revised)
- po5600E – Student Discipline - Suspension from Class, Subject, or Activity by Teacher (Thrun) (Revised)

No action is necessary at this time as this is a first reading. These policy updates will be presented at the regular Board of Education meeting in June for approval.

Adopt Non-Homestead Resolution – Renewal & Increase

Shane Hillard offered the preamble and resolution. Mike Iott offered support. Board President Christine Bischoff read the resolution and asked Board Secretary Mike Iott to a roll call vote. A motion was made by Shane Hillard, seconded by Dave Dixon, to adopt the resolution calling for a special election and approving the millage proposals to be presented to the voters on August 8, 2023.

Roll Call Vote:

Christine Bischoff - Yes

Dave Dixon - Yes

Mike Iott - Yes

Shane Hillard - Yes

Kristi Mock - Yes

Janelle Young - Absent

Jeff Bunge - Yes

Resolution adopted – 6 yes, 0 no, 1 absent (Young).

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Adopt Resolution - Monroe County Intermediate School District 2023-2024 Budget Resolution

A motion was made by Mike Iott, seconded by Jeff Bunge, to adopt the resolution to approve the MCISD budget for the 2023-2024 school year. Motion approved – 6 yes, 1 absent (Young).

Recommendation to Hire Girls JV Basketball Coach

A motion was made by Jeff Bunge, seconded by Mike Iott, to hire Shauna Rasor through EduStaff as the new Girls JV Basketball Coach at 8% of step 2BA of the current WEA Master Agreement (at no less than \$3044.40) contingent upon favorable previous employer and FBI/State of Michigan background checks. Motion approved – 6 yes, 1 absent (Young).

Recommendation to Hire 7th Grade Boys Basketball Coach

A motion was made by Shane Hillard, seconded by Mike Iott, to hire Isaiah Joerin through EduStaff as the new 7th Grade Basketball Coach at 4% of step 2BA of the current WEA Master Agreement (at no less than \$1522.20) contingent upon favorable previous employer and FBI/State of Michigan background checks. Motion approved – 6 yes, 1 absent (Young).

Recommendation to Hire 8th Grade Boys Basketball Coach

A motion was made by Dave Dixon, seconded by Jeff Bunge, to hire Luke Masserant through EduStaff as the new 8th Grade Basketball Coach at 4% of step 2BA of the current WEA Master Agreement (at no less than \$1522.20) contingent upon favorable previous employer and FBI/State of Michigan background checks. Motion approved – 6 yes, 1 absent (Young).

Teacher Merit Pay

Pursuant to Board Policy 3124.01 – Performance Based Compensation – if a teacher receives an "effective" or "highly effective" rating on their annual year-end evaluation, or was not required to be evaluated due to three (3) consecutive years of "highly effective" ratings, along with other factors, then they may be eligible for additional compensation. A motion was made by Christine Bischoff, seconded by Dave Dixon, that those individuals receiving an effective or highly effective rating for the 2022-2023 school year receive performance-based merit pay of \$100.00. Motion approved – 4 yes, 1 absent (Young), 2 abstained (Bunge, Hillard).

Board of Education Concerns / Reports

A date and time were discussed and set for a Special Board of Education Meeting pertaining to the upcoming Intermediate School District Biennial Election.

Closed Session – For strategy and Negotiation Sessions Connected with the Negotiation of a Collective Bargaining Agreement

A motion was made by Mike Iott, seconded by Kristi Mock, to adjourn to closed session at 7:43 p.m. for the purpose of discussion regarding negotiation of a collective bargaining agreement. Motion approved – 6 yes, 1 absent (Young).

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Regular Meeting Resumed/Adjourned

The regular meeting resumed and adjourned at 9:16 p.m.

Minutes approved _____, President

Minutes approved _____, Secretary

DRAFT