

**Webberville Community Schools Board of Education
Board Committee Meeting Minutes
March 13, 2024**

The committee meeting of the Webberville Board of Education was called to order by Treasurer Jennifer Lycos in the Spartan Center Community Room on Wednesday, March 13, 2024, at 6:01 PM.

Present: Heather Musolf, Jennifer Lycos, Linda Erwin, Kelly Lott, Sueann Crandall

Absent: Amy Coe, Daneille Rhodes

Administration: Andrew Smith

Approval of Agenda

Ms. Erwin moved, Ms. Lott seconded a motion to approve the agenda of the Board of Education Committee meeting for Wednesday, March 13, 2024, as presented. Roll Call Vote: Musolf – Y; Lycos – Y; Erwin – Y; Lott – Y; Crandall – Y. Motion passed 5-0.

Communications and Petitions

None

Marketing Update – Ms. Kelly Gillespie

- Current enrollment data was shared

Financial Report – Mr. David Stibich

- February financial statements were reviewed, with no unusual activity reported
- Monthly activity for P card purchases have declined due to a new Amazon process that invoices the district

Principal’s Report – Ms. Jeannette Kiernan & Mr. Jason Kubiak

- March is reading month and activities are planned throughout the month in the elementary, including the author visit last week
- Spelling bees will be held next week
- The One School One Book event is April 4
- Kindergarten Round Up is April 11
- The middle/high School musical is this week
- A first draft of the 2024-25 master schedule has been created
- A search is underway for a part time special education director/supervisor

Superintendent’s Report – Mr. Andrew Smith

- Reviewed parameters of the current marketing contract for 2024-25 contract negotiation
- A personal trainer will begin utilizing the fitness facility to help build membership for the facility
- Tracey Conyer will be offered the varsity football coach position

- WJAA has asked the school to assume middle school football
- The baseball field cage needs some maintenance to prevent bending of the outside poles
- Sonitrol to provide quote to update the elementary playground door for greater functionality
- Mr. Smith to attend the MMAC dinner at the athletic conference this weekend
- Reviewed the Ingham County Sheriff response to an incident in the building earlier in the week
- Discussed vaping
- Track repair is underway and progressing nicely
- Larger construction projects need an architect involved so a meeting is planned with an engineering firm/consultant
- Special education needs have put extra burden on staff and moving forward a schedule B may be created
- The roof will be replaced on the old administrative building

Future Meetings/Important Dates

- Regular Meeting - Monday, March 18, 2024, at 6:00 PM
- Committee Meeting – Wednesday, April 10, 2024, at 6:00 PM
- Regular Meeting – Monday, April 15, 2024, at 6:00 PM

Comments from the Audience

None

Comments from the Board of Education

Ms. Lycos inquired about an athletic director being included in next year's budget.

Adjournment

Ms. Lott moved, Ms. Erwin seconded a motion to adjourn the meeting. Roll Call Vote: Musolf – Y; Lycos – Y; Erwin – Y; Lott – Y; Crandall – Y. Motion passed 5-0. The meeting adjourned at 7:47 PM.

Respectfully Submitted,

Heather Musolf
Webberville Board of Education Secretary