

Webberville Community Schools Board of Education

Committee Meeting Minutes July 15, 2026

The committee meeting of the Webberville Board of Education was called to order by Daneille Rhodes in the Spartan Center Community Room on Wednesday, July 15, 2026, at 6:00 PM.

Present: Daneille Rhodes, Amy Coe, Jennifer Lycos, Linda Erwin, Heather Musolf, Kelly Lott, Joshua Rockey

Absent:

Administration: Andrew Smith, Superintendent

Pledge of Allegiance

Approval of Agenda

Ms. Coe moved, Ms. Erwin seconded a motion to approve the agenda of the Board of Education meeting on Wednesday, July 15, 2026, as presented. Roll Call Vote: Rockey – Y; Lott – Y; Musolf – Y; Erwin – Y; Lycos – Y; Coe – Y; Rhodes – Y. Motion passed 7-0.

Financial Report

Mr. David Stibich presented:

School Bond loan for debt funds payments in November and May. State Aid Note processing upcoming. Will receive a purchase contract that Superintendent Smith will sign within 24 hours and Board signatures will also be required. June expenses were reviewed with no unusual findings. Higher expenses were purchases for the Henry Ford and Greenfield Village fifth grade field trip, district staff conferences, year end expenses, Edustaff staffing pay, payment to Ingham ISD for subs, transportation, MTSS fee for trainings, technology expenses, finance and software expenses, payout to marketing contract, payment to SetSeg for property insurance. Mr. Smith shared on purchase at Buffalo Wild Wings for around 500 dollars, which has increased over the years for around 20 students for field trip. Shared he might request parent contributions for this annually recurring cost.

Board members requested breakdown of technology costs. Mr. Smith shared he will follow up with request but ISD auditors are on site, delaying response time. Mr. Stibich shared he will provide more detailed breakdown showing use of sinking funds. Allowed use of sinking funds re-clarified.

Principals' Reports:

Elementary:

Mr. Jason Kubiak reported:

-Hiring process for new 3rd and 4th grade teachers taking place to replace Erin Keiser and Hunter Torkelson. Two candidates being offered positions will go to the board for approval at Monday's meeting.

-Elementary handbook revisions being proposed with language about RTC Room and clear guidelines for end of day transportation communication with front office, including cut off time for changes.

- Current enrollment numbers by grade presented. Preschool enrollment numbers and recruitment plans discussed, including additional signage, social media, and “Popsicles in the Park” next two Wednesdays.
- Summer School wraps up this week and next. Had very good attendance in June sessions.
- MICIP team for school year discussed.

Secondary:

Mr. Herbert reported:

- Move In/Move Out report presented. Two potential transfer-in students.
- Front Office Manager hiring process shared, with more interviews taking place.
- HS ELA teacher interviews completed first round, narrowed down to 3 candidates.
- NightLock security device reviewed and presented again to the Board. Permits required at each building to install.
- New Middle School elective presented as new course offering and added for approval Monday. Mr. Foldenauer would be the instructor for MS History Through Film.
- Secondary Student Handbook proposed revisions presented. Main changes being the Late Work Policy. Board discussed opinions and questions regarding proposed revision. Mr. Herbert presented work with TLT to make a data/research-based decision for submission at the end of the 2026-27 school year. Supporting proposed revision documents shared with Board. Proposed adding wording to clarify attendance and makeup exams at the end of the school year. Updating technology wording due to increase in AI.
- Discussed with Board staffing and room changes in the building. Keeping space for opportunity for choir/drama extracurricular option.

Superintendent’s Report:

Mr. Smith reported:

- Building and Grounds update, regarding gutter damage around buildings that have caused cinder block and red brick damage mainly due to ice/water damage. Scheduling professional company to advise on repair.
- Track proposal will come to Board on Monday for action. Superintendent Smith is recommending more economical option, with Board members in agreement due to life of track and future repair needs.
- Special Education Director position interviews are taking place next week.
- Occupational Therapist working agreement contract wording was updated and will go to Board for approval again for final draft.
- Working agreement with nurse for review of school medical plans and staff trainings discussed. Would be contracted on a yearly basis, similar to Occupational Therapist.
- Governor has not yet signed budget into law yet. 31AA language has been updated. Several smaller districts are now opting in to funds. ISD is discussing with legal and will advise.
- Hourly pay scale and rates for 26-27 discussed. Changes will be made due to increase in minimum wage in January. Department level increases discussed. Mr. Smith is working with ISD to get rate projections for the Board. Mr. Smith discussed additional vacation payout for contracted employee, Tanja Scifers. Ms. Scifers worked during regularly scheduled vacation time in 25-26 school year, and Superintendent Smith recommended additional payout beyond the contract specified five allowable vacation days payout. Board was in agreement with additional payout.
- MMAC vote for Webberville fell short by two votes. Webberville will join the other MSAC league.
- Sports physicals are being offered for Webberville students at Fowlerville this year.
- Food Service department is still working to resolve flooring issue. May need to consult with Thrun on next steps if not resolved. New serving line has been received, and 500

dollars reimbursed due to damage to equipment installed, and new sneeze guards are being delivered to replace damaged ones.

-Days and Clock Hours report was submitted. PD as Instructional time for 26-27 school year has been approved.

-Emergency Operation Plan discussed. State is now requiring Webberville to use "I Love You Guys" program in EOPs. Will transition from Alice to new required program. State has provided structured template for program.

-LEAD Program opportunity presented. Mr. Smith will be sharing more information about this with Board.

-Shared passing of former staff member family member. Ellen Diaz collecting for flower donation.

-Board discussed Spanish language instruction options again.

Future Meetings/Important Dates

- Regular Meeting - Monday, July 20, 2026 at 6:00PM
- Committee Meeting - Wednesday, August 5, 2026 at 6:00PM
- Regular Meeting – Monday, August 10, 2026 at 6:00PM

Comments from the Audience

None

Comments from the Board of Education

Ms. Erwin shared she will not be able to attend the Monday Regular Meeting.

Superintendent Smith shared he will meet with the business office to provide the Board a budget update and needs department head approval to negotiate.

Board requested list of 10-12 grade students who have failed courses or are behind on credits for graduation.

Adjournment

Ms. Coe moved, Ms. Lycos seconded a motion to adjourn the meeting. . Roll Call Vote: Rockey – Y; Lott – Y; Musolf – Y; Erwin – Y; Lycos – Y; Coe – Y; Rhodes – Y. Motion passed 7-0.

TIME: 7:53 pm

Respectfully Submitted,

Jennifer Lycos

Webberville Board of Education Secretary