

**Webberville Community Schools Board of Education**  
**Regular Meeting Minutes**  
**June 23, 2025**

**Call to Order**

A regular meeting of the Webberville Board of Education was called to order by President Jennifer Lycos in the Spartan Center Community Room on Monday, June 23, 2025, at 6:26 PM.

**Roll Call**

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

Absent: Daneille Rhodes, Kelly Lott

Administration Present: Andrew Smith, Superintendent

**Pledge of Allegiance**

**Approval of Agenda**

Mr. Rockey moved, Ms. Coe seconded a motion to approve the agenda of the regular Board of Education meeting being held on Monday, June 23, 2025, as presented. Roll Call Vote: Lycos – Y; Coe – Y; Erwin – Y; Musolf – Y; Rockey - Y. Motion passed 5-0.

**Routine Items – Consent Agenda**

Ms. Coe moved, Ms. Erwin seconded a motion to approve the consent agenda, Roll Call Vote: Lycos – Y; Coe – Y; Erwin – Y; Musolf – Y; Rockey - Y. Motion passed 5-0.

**Communications and Petitions**

None

**Action Items**

A. Ms. Coe moved, Ms. Erwin seconded a motion to approve the final 2024-25 General Fund Budget, as presented. Roll Call Vote: Lycos – Y; Coe – Y; Erwin – Y; Musolf – Y; Rockey - Y. Motion passed 5-0.

B. Ms. Coe moved, Ms. Musolf seconded a motion to approve the final 2024-25 School Service Fund budget, as presented. Roll Call Vote: Lycos – Y; Coe – Y; Erwin – Y; Musolf – Y; Rockey - Y. Motion passed 5-0.

C. Ms. Erwin moved, Mr. Rockey seconded a motion to approve the proposed 2025-26 General Fund Budget, as presented. Roll Call Vote: Lycos – Y; Coe – Y; Erwin – Y; Musolf – Y; Rockey - Y. Motion passed 5-0. Mr. Smith shared he will review costs monthly with the board to monitor the budget.

D. Ms. Coe moved, Ms. Erwin seconded a motion to approve the proposed 2025-26 School Service Fund Budget, as presented. Roll Call Vote: Lycos – Y; Coe – Y; Erwin – Y; Musolf – Y; Rockey - Y. Motion passed 5-0.

E. Ms. Coe moved, Ms. Erwin seconded a motion to approve the resolution to borrow an amount not to exceed \$300,000 against 2025-26 state aid dollars, as presented. Roll Call Vote: Lycos – Y; Coe – Y; Erwin – Y; Musolf – Y; Rockey - Y. Motion passed 5-0. Mr. Smith reminded

the board this is the amount borrowed annually to cover expenses prior to receiving state and local government funding.

F. Ms. Erwin moved, Ms. Musolf seconded a motion to approve the July 1 contracts, as presented. Roll Call Vote: Lycos – Y; Coe – Y; Erwin – Y; Musolf – Y; Rockey - Y. Motion passed 5-0.

G. Ms. Coe moved, Mr. Rockey seconded a motion to approve the 2025-26 MHSAA Membership resolution, as presented. Roll Call Vote: Lycos – Y; Coe – Y; Erwin – Y; Musolf – Y; Rockey - Y. Motion passed 5-0. Ms. Musolf asked if MHSAA has any resources to assist in joining a league. Mr. Smith shared they do not at this time.

H. Ms. Coe moved, Mr. Rockey seconded a motion to approve the repair of the elementary fire alarm system by Delau Fire Services not to exceed \$12,500. Roll Call Vote: Lycos – Y; Coe – Y; Erwin – Y; Musolf – Y; Rockey - Y. Motion passed 5-0. Mr. Smith shared the work will be done before the start of the school year.

I. Mr. Rockey moved, Ms. Erwin seconded a motion to approve the repair to the football/track sideline fence by Clery Fence Co. not to exceed \$6,000. Roll Call Vote: Lycos – Y; Coe – Y; Erwin – Y; Musolf – Y; Rockey - Y. Motion passed 5-0. Mr. Smith shared this repair is part of an insurance claim due to storm damage.

J. Ms. Erwin moved, Ms. Coe seconded a motion to approve the repair to the lift station by Myers Plumbing and Heating, Inc. not to exceed \$8,000. Roll Call Vote: Lycos – Y; Coe – Y; Erwin – Y; Musolf – Y; Rockey - Y. Motion passed 5-0.

K. Ms. Coe moved, Ms. Musolf seconded a motion to approve the replacement of the football concession building soffit by Cousins Contracting not to exceed \$5,500. Roll Call Vote: Lycos – Y; Coe – Y; Erwin – Y; Musolf – Y; Rockey - Y. Motion passed 5-0. Mr. Smith shared this repair is part of an insurance claim due to storm damage.

L. Ms. Coe moved, Ms. Erwin seconded a motion to approve the repair to district parking lots by Parallel Contracting not to exceed \$4,000. Roll Call Vote: Lycos – Y; Coe – Y; Erwin – Y; Musolf – Y; Rockey - Y. Motion passed 5-0. Mr. Smith shared this is for line painting in the parking lots. Shared we will not be using cement dividers due to difficulties they cause with snow removal.

M. Ms. Erwin moved, Ms. Musolf seconded a motion to approve the replacement of the secondary kitchen grease traps by Titan not to exceed \$13,000. Roll Call Vote: Lycos – Y; Coe – Y; Erwin – Y; Musolf – Y; Rockey - Y. Motion passed 5-0. Mr. Smith shared the process the district has gone through to ensure the best deal and lowest expense.

N. Ms. Erwin moved, Ms. Musolf seconded a motion to approve the replacement of the secondary kitchen flooring by Parrish Carpet Company LLC, not to exceed \$22,000. Roll Call Vote: Lycos – Y; Coe – Y; Erwin – Y; Musolf – Y; Rockey - Y. Motion passed 5-0. This project will be coordinated with the replacement of the grease traps, and the school is working with the ISD business office on the project.

O. Ms. Coe moved, Ms. Erwin seconded a motion to approve an overnight varsity boys basketball team building retreat to Standish, MI on 6/27/2025 to 6/28/2025. Roll Call Vote: Lycos – Y; Coe – Y; Erwin – Y; Musolf – Y; Rockey - Y. Motion passed 5-0. Mr. Smith shared

procedures used to ensure student safety and emphasized the value of these team building trips.

P. Ms. Coe moved, Mr. Rockey seconded a motion to approve the hiring of John Jungworth as a secondary special education teacher for 2025-26, as presented. Roll Call Vote: Lycos – Y; Coe – Y; Erwin – Y; Musolf – Y; Rockey - Y. Motion passed 5-0.

Q. Ms. Coe moved, Ms. Erwin seconded a motion to approve the hiring of Hunter Torkelson as an upper elementary teacher for 2025-26, as presented. Roll Call Vote: Lycos – Y; Coe – Y; Erwin – Y; Musolf – Y; Rockey - Y. Motion passed 5-0.

R. Ms. Coe moved, Mr. Rockey seconded a motion to approve the hiring of John Herbert as the secondary Principal for 2025-26, as presented. Roll Call Vote: Lycos – Y; Coe – Y; Erwin – Y; Musolf – Y; Rockey - Y. Motion passed 5-0.

### **Comments from the Audience**

None

### **Comments from the Board**

None

### **Adjournment**

Ms. Coe moved, Mr. Rockey seconded a motion to adjourn the meeting. Roll Call Vote: Lycos – Y; Coe – Y; Erwin – Y; Musolf – Y; Rockey - Y. Motion passed 5-0. The board adjourned the meeting at 7:18 PM.

Respectfully Submitted,  
Amy Coe  
Webberville Board of Education Secretary