

# Webberville Community Schools Board of Education

## Special Regular Meeting Minutes December 23, 2025

The committee meeting of the Webberville Board of Education was called to order by President, Jennifer Lycos in the Spartan Center Community Room on Tuesday, December 23, 2025, at 6:00 PM.

Present: Jennifer Lycos, Linda Erwin, Heather Musolf, Joshua Rockey

Absent: Daneille Rhodes, Amy Coe, Kelly Lott

Administration: Andrew Smith, Superintendent

### **Approval of Agenda**

Ms. Erwin moved, Mr. Rockey seconded a motion to approve the agenda of the Board of Education meeting on Tuesday, December 23, 2025, as presented. Roll Call Vote: Lycos -Y; Erwin – Y; Musolf – Y; Rockey – Y. Motion passed 4-0.

### **Routine Items – Consent Agenda**

Ms. Erwin moved, Mr. Rockey seconded a motion to approve the consent agenda, as presented. Roll Call Vote: Lycos -Y; Erwin – Y; Musolf – Y; Rockey – Y. Motion passed 4-0.

### **Communications and Petitions**

None

### **Principals' Reports**

Mr. Kubiak presented:

#### PBIS Plans for January

- We had our Tiered Fidelity Inventory (TFI) that was administered by the ISD (Josh Cooper and Jen McCloud) in November.
- From this inventory, we found that we have done well with implementation of our PBIS initiatives.
- Our plans for January are to do whole group review lessons of the positive behavior expectations for the lunch room, cafeteria, restroom, and hallways.
- Teachers will also review their classroom expectations
- A new thing we are adding are class wide compliments that are given out by any staff members who are not the classroom teacher. These will be noted on the wall outside of classroom with Spartan heads. Each class will set a goal to achieve extra recess.
- Meant as a way to reinforce positive behaviors

#### Hunter Torkelson Maternity Leave

- Leave begins in early February
- Justina Pierce will be covering her leave
- Will start in January as a priority sub with the plan to have her spend majority of her time in Torkelson's room to learn the routines, schedule, and build relationships with the students and families.

#### VFW Teacher of the Year

- Congratulations to Becky Goodman for being recognized as the VFW's Elementary Teacher of the Year
- Congratulations also to Aaron Mayes (Middle School Teacher of the Year) and Alex Katona (High School Teacher of the Year) who also were recognized as well as 7th Grader, Easton McClellan who won the Patriot's Pen Award.

#### PD Focus

- Our next early release PD will focus on our new math curriculum at the elementary.
- A survey was sent out to staff about the new curriculum and what areas they would like to receive additional support and training.
- These results will be used to tailor PD to our staff's needs
- I will meet in early January with the Envision rep to prepare this PD.

#### Mr. Herbert presented:

- Secondary Move In/Out Report
- Secondary discipline report
- Michigan Music Conference overnight stay for State Honors Choir will take place January 22-24, with two students attending
- Proposed Coat Policy was reviewed
- Proposed Blanket Policy was reviewed. Mr. Herbert communicated that no policy is in the handbook, however, the former principal communicated to staff that they were disallowed.
- Current Backpack/Bags Policy reviewed.

#### Action Items

A. Mr. Rockey moved, Ms. Musolf seconded a motion to approve the 31AA resolution, as presented. Roll Call Vote: Lycos -Y; Erwin – Y; Musolf – Y; Rockey – Y. Motion passed 4-0.

B. Ms. Erwin moved, Mr. Rockey seconded a motion to approve the overnight travel to the Michigan Music Conference for Kara Tredway and two students, as presented. Roll Call Vote: Lycos -Y; Erwin – Y; Musolf – Y; Rockey – Y. Motion passed 4-0.

C. Ms. Erwin moved, Mr. Rockey seconded a motion to approve the purchase of a quick attach front snowplow from Andrew Smith, not to exceed \$1,800, as presented. Roll Call Vote: Lycos -Y; Erwin – Y; Musolf – Y; Rockey – Y. Motion passed 4-0.

D. Mr. Rockey moved, Ms. Erwin seconded a motion to approve the secondary revised backpack/bag policy, as presented. Roll Call Vote: Lycos -Y; Erwin – Y; Musolf – Y; Rockey – Y. Motion passed 4-0.

E. Mr. Rockey moved, Ms. Erwin seconded a motion to approve the secondary coat policy, as presented. Roll Call Vote: Lycos -N; Erwin – Y; Musolf – Y; Rockey – Y. Motion failed 3-1.

F. Mr. Rockey moved, Ms. Erwin seconded a motion to approve the secondary blanket policy, as presented. Roll Call Vote: Lycos -Y; Erwin – Y; Musolf – Y; Rockey – Y. Motion passed 4-0.

#### Comments from the Audience

None

#### Comments from the Board

None

#### Adjournment

Mr. Rockey moved, Ms. Erwin seconded the motion to adjourn the meeting at 7:26 PM. Roll Call Vote: Lycos -Y; Erwin – Y; Musolf – Y; Rockey – Y. Motion passed 4-0.

Respectfully Submitted,  
Amy Coe  
Webberville Board of Education Secretary