

**Webberville Community Schools Board of Education  
Board Work Session Meeting Minutes  
February 7, 2018**

This work session meeting of the Webberville Board of Education was held in the Webberville Spartan Center on Wednesday, February 7, 2018, at 6:00 PM.

Present: Amy Coe, Jennifer Lycos (departed at 6:20 PM),  
Heather Stiffler, Chris Hondzinski, Danielle Rhodes,  
Brent Schriner

Absent: Curt Carpenter

Administration Present: Brian Friddle

**Approval of Agenda**

Ms. Rhodes moved, Ms. Lycos seconded a motion to approve the agenda of the Board of Education Work Session being held on today's date, Wednesday, February 7, 2018, as presented. Motion passed 6-0.

**Communications and Petitions**

None

**Finance Update**

The board read through the various financial reports, including the list of payments, P card activity, status report, and the budget to actual report. No unusual activity is reported for the month of January. The cash balance in the accounts is higher than normal as the ORS refund payments of approximately \$165,000 has been received and the checks to employees have not yet been sent. Fund balance is currently at 5.3%. It was mentioned that administration will begin work with the business office on the budget for next year very soon.

**Negotiations**

The board's proposal has been provided to the union.

**Personnel**

An action item to hire Steven Vowles as a secondary science teacher will be on the agenda Monday night. Mr. Vowles has been a teacher and an administrator and comes with good recommendations from his previous districts. Suzanne Harwood-Brown has been hired as front office support. The district is almost fully staffed with paraprofessionals.

**Buildings and Grounds**

The list of projects was reviewed. The entire list cannot be completed due to budget restraints but some projects are possible. The approximately \$30,000 in the sinking fund can be used for repairs to facilities. An upgrade to the phone system in the near future is necessary. Though it will be a \$36,000 expenditure, a cost savings of \$11,000/year in the future will be possible. Other items discussed included drywall repairs and painting, repairs to the green house, concrete projects, parking lot repairs, storage cabinets, digital signage and a ticket booth.

### **Policy**

The board will approve the first readings of tech policies at the meeting on Monday night. These policies provide clarification of tech resources and social media usage.

### **Achievement**

The Achievement Committee will need to set a date and an agenda for the first meeting. A topic the group can discuss is growth vs. proficiency. Attendance at a future curriculum council meeting would be beneficial.

### **Other**

It was shared with the board that a secondary student was nearly hit by a car in the pedestrian crosswalk out in front of the school. The student is uninjured and the incident was referred to local law enforcement. Vaping and e-cigarettes are of concern with youth and staff are watching for this with students.

Administration is encouraging students to put locks on their lockers and put away items of value to avoid theft. There was a brief discussion about teach in place situations vs. lock downs.

### **Closed Session**

Ms. Rhodes moved, Ms. Stiffler seconded a motion to move into closed session to discuss personnel matters. Roll call vote: Coe – Y; Lycos – absent; Stiffler – Y; Hondzinski – Y; Rhodes – Y; Carpenter – absent; Schriener – Y. Motion passed 5-0. The board went into closed session at 7:15 PM.

Ms. Rhodes moved, Ms. Stiffler seconded a motion to return to open session. Motion passed 5-0. The board returned to open session at 7:27 PM.

### **Comments from the Audience**

None

### **Comments from the Board of Education**

None

### **Adjournment**

Ms. Rhodes moved, Ms. Stiffler seconded a motion to adjourn the meeting. Motion passed 5-0. The meeting adjourned at 7:28 PM.

Respectfully Submitted,

Heather Stiffler  
Webberville Board of Education Secretary