

**Webberville Community Schools Board of Education  
Organizational and Regular Board Meeting Minutes  
January 18, 2021**

**Call to Order**

The organizational board meeting of the Webberville Board of Education was called to order by President Amy Coe via a Zoom virtual meeting on Monday, January 18, 2021, at 6:00 PM.

**Roll Call**

Present: Amy Coe, Jennifer Lycos, Daneille Rhodes, Heather Stiffler, Linda Erwin

Absent: Amanda Barbour

Administration Present: Brian Friddle

**Approval of Agenda**

Ms. Lycos moved, Ms. Rhodes seconded a motion to approve the agenda of the organizational board of education meeting being held on today's date, Monday, January 18, 2021, as presented. Roll Call Vote: Coe – Y; Lycos – Y; Rhodes – Y; Stiffler – Y; Erwin – Y. Motion passed 5-0.

**Communications and Petitions**

None.

**Election of Board Officers**

Nominations were open from the floor.

Ms. Rhodes moved, Ms. Lycos seconded a motion to nominate Amy Coe as board president. No other nominations were presented. Ms. Erwin moved, Ms. Rhodes seconded a motion to close nominations and elect Amy Coe as president. Roll Call Vote: Coe – Y; Lycos – Y; Rhodes – Y; Stiffler – Y; Erwin – Y. Motion passed 5-0.

Ms. Erwin moved, Ms. Stiffler seconded a motion to nominate Jennifer Lycos as board vice president. Ms. Stiffler moved, Ms. Erwin seconded a motion to nominate Daneille Rhodes as board vice president. Ms. Stiffler moved, Ms. Erwin seconded a motion to close nominations. Roll Call Vote: Coe – Y; Lycos – Y; Rhodes – Y; Stiffler – Y; Erwin – Y. Motion passed 5-0. Ms. Rhodes moved, Ms. Stiffler seconded a motion to table the election of the board vice president. Roll Call Vote: Coe – Y; Lycos – Y; Rhodes – Y; Stiffler – Y; Erwin – Y. Motion passed 5-0.

Ms. Rhodes moved, Ms. Erwin seconded a motion to nominate Heather Stiffler as board secretary. No other nominations were presented. Ms. Rhodes moved, Ms. Erwin seconded a motion to close nominations and elect Heather Stiffler as secretary. Roll Call Vote: Coe – Y; Lycos – Y; Rhodes – Y; Stiffler – Y; Erwin – Y. Motion passed 5-0.

Ms. Rhodes moved, Ms. Stiffler seconded a motion to nominate Linda Erwin as board treasurer. No other nominations were presented. Ms. Rhodes moved, Ms. Stiffler seconded a motion to close nominations and elect Heather Stiffler as secretary. Roll Call Vote: Coe – Y; Lycos – Y; Rhodes – Y; Stiffler – Y; Erwin – Y. Motion passed 5-0.

### **Designation of Bank Depositories and Authorized Signatures for 2021**

Ms. Rhodes moved, Ms. Stiffler seconded a motion to approve the bank accounts and authorized signatures as presented. Roll Call Vote: Coe – Y; Lycos – Y; Rhodes – Y; Stiffler – Y; Erwin – Y. Motion passed 5-0.

### **Establishment of Regular Board of Education Meetings**

Ms. Rhodes moved, Ms. Lycos seconded a motion to approve the dates, times and place for the regular meetings of the Webberville Community Schools Board of Education as presented. Roll Call Vote: Coe – Y; Lycos – Y; Rhodes – Y; Stiffler – Y; Erwin – Y. Motion passed 5-0.

### **Designation of Person for Posting Public Notices of Meetings**

Ms. Rhodes moved, Ms. Erwin seconded a motion to appoint the superintendent as the person to post public notices of meetings. Roll Call Vote: Coe – Y; Lycos – Y; Rhodes – Y; Stiffler – Y; Erwin – Y. Motion passed 5-0.

### **Designation of School Auditor for 2021**

Ms. Lycos moved, Ms. Rhodes seconded a motion to retain the accounting firm of Maner Costerisan for the purposes of performing the state-required school audit for 2021 and other financial and accounting advice as needed. Roll Call Vote: Coe – Y; Lycos – Y; Rhodes – Y; Stiffler – Y; Erwin – Y. Motion passed 5-0.

### **Designation of Legal Counsel for 2021**

Ms. Rhodes moved, Ms. Erwin seconded a motion to retain Thrun Law Firm as legal counsel pertaining to school elections, bond issues, negotiations, personnel matters, and general legal assistance as needed. Roll Call Vote: Coe – Y; Lycos – Y; Rhodes – Y; Stiffler – Y; Erwin – Y. Motion passed 5-0.

Ms. Rhodes moved, Ms. Erwin seconded a motion to retain Steven D. Lowe, P.C. as legal counsel pertaining to employee benefit matters on an as-needed basis. Roll Call Vote: Coe – Y; Lycos – Y; Rhodes – Y; Stiffler – Y; Erwin – Y. Motion passed 5-0.

### **Delegation of Election Duties**

Ms. Rhodes moved, Ms. Lycos seconded a motion to allow the Secretary of the Board of Education to delegate the annual election duties to the Superintendent who will work with the appropriate township personnel. Roll Call Vote: Coe – Y; Lycos – Y; Rhodes – Y; Stiffler – Y; Erwin – Y. Motion passed 5-0.

### **Delegation of Treasurer's Duties**

Ms. Rhodes moved, Ms. Stiffler seconded a motion to allow the Treasurer of the Board of Education to delegate the duties of the treasurer to the Superintendent. Roll Call Vote: Coe – Y; Lycos – Y; Rhodes – Y; Stiffler – Y; Erwin – Y. Motion passed 5-0.

### **Appointment of Committee Members and Representatives**

Ms. Lycos moved, Ms. Rhodes seconded a motion to appoint Ms. Coe as the ISOA/MASB delegate and Ms. Erwin as the alternate for 2021. Roll Call Vote: Coe – Y; Lycos – Y; Rhodes – Y; Stiffler – Y; Erwin – Y. Motion passed 5-0.

### **Superintendent's Evaluation**

Ms. Rhodes moved, Ms. Lycos seconded a motion to evaluate the superintendent formally by December 31, 2021. Roll Call Vote: Coe – Y; Lycos – Y; Rhodes – Y; Stiffler – Y; Erwin – Y. Motion passed 5-0.

### **Regular Board Meeting**

Ms. Lycos moved, Ms. Erwin seconded a motion to move into the regular Board of Education meeting at 6:30 PM. Roll Call Vote: Coe – Y; Lycos – Y; Rhodes – Y; Stiffler – Y; Erwin – Y. Motion passed 5-0.

### **Approval of Agenda**

Ms. Lycos moved, Ms. Stiffler seconded a motion to approve the agenda of the regular Board of Education meeting being held on today's date, Monday, January 18, 2021, as presented. Roll Call Vote: Coe – Y; Lycos – Y; Rhodes – Y; Stiffler – Y; Erwin – Y. Motion passed 5-0.

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

Ms. Erwin moved, Ms. Lycos seconded a motion to adopt the consent agenda as presented. Roll Call Vote: Coe – Y; Lycos – Y; Rhodes – Y; Stiffler – Y; Erwin – Y. Motion passed 5-0.

### **Presentations**

Mr. Friddle thanked the board for their thoughtful considerations of the difficult decisions made during this pandemic. We will celebrate Board Recognition Month when we can meet in-person.

*Ms. Rhodes left the meeting at approximately 6:40 PM.*

### **Reports**

Mr. Friddle updated the board on COVID-related topics including number of potential cases, the vaccination process, and antigen testing. The Spartan Center Fitness Facility will open in February with COVID protocols. He discussed the transition of returning to in-person learning for additional days each week.

### **Action Items**

Ms. Stiffler moved, Ms. Lycos seconded a motion to approve the working agreement for the school psychologist as presented. Roll Call Vote: Coe – Y; Lycos – Y; Rhodes – absent; Stiffler – Y; Erwin – Y. Motion passed 4-0.

### **Questions or comments from the audience**

Ms. Aaron Mayes thanked the board for their service. Ms. Mayes inquired about the open board position. Ms. Coe responded interested parties will be interviewed in early February and an appointment made thereafter.

### **Question or comments from the board**

None.

### **Adjournment**

Ms. Lycos moved, Ms. Stiffler seconded a motion to adjourn the meeting. Roll Call Vote: Coe – Y; Lycos – Y; Rhodes – absent; Stiffler – Y; Erwin – Y. Motion passed 4-0. The board adjourned the meeting at 7:09 PM.

Respectfully Submitted,

Heather Stiffler  
Webberville Board of Education Secretary