

**Webberville Community Schools Board of Education  
Board Committee Meeting Minutes  
May 10, 2023**

The committee meeting of the Webberville Board of Education was called to order by President Amy Coe in the Spartan Center Community Room on Wednesday, May 10, 2023, at 6:00 PM.

Present: Amy Coe, Daneille Rhodes, Heather Musolf, Jennifer Lycos (arrived 6:01 PM), Linda Erwin, Kelly Lott, Sueann Crandall

Absent: None

Administration: Andrew Smith

**Approval of Agenda**

Ms. Rhodes moved, Ms. Erwin seconded a motion to approve the agenda of the Board of Education Committee meeting for Wednesday, May 10, 2023, as presented. Roll Call Vote: Coe – Y; Rhodes – Y; Musolf – Y; Erwin – Y; Lott – Y; Crandall – Y. Motion passed 6-0.

**Communications and Petitions**

None

**Financial Report – Ms. Raelynn Johns**

- Reviewed the April financial activity reports
- Shared the assumptions used in planning for the fiscal year 2023-24 budget
- Discussed the outlook for the fund balance over the next few years

**Principal's Report – Ms. Jeannette Kiernan, Mr. Jason Kubiak**

- Prom held Saturday at Whispering Pines in Pinckney
- Two staff members submitted resignations for the end of the school year and two staff members may transfer from the elementary to the secondary next year
- New grant will be used to support progress in elementary reading and provide professional development for middle school teachers planning for 2023-24
- Grant will also support travel for elementary teachers to attend a Bookworms conference
- Spring growth assessments are complete
- Many activities are planned in both buildings during May

### **Superintendent's Report – Mr. Andrew Smith**

- Sinking fund proposal passed; suggests a committee form to prioritize needs of the district
- Fourteen students had the opportunity to attend Michigan Construction Career Days, featuring skilled trades careers
- Pursuing business support to fund an electronic sign for the front of the secondary complex
- Ms. Coe will send rubric for superintendent's evaluation to be reviewed at next month's committee meeting
- MMAC sent invitations to apply for membership to two other schools; Webberville did not receive an invite
- Lawn care bids are complete with EmJay receiving the contract
- Preparing the school safety/evacuation procedure to be completed soon
- Shared an evacuation plan with staff at recent professional development
- Williams and Company presented retirement and investment opportunities to staff
- Negotiating a marketing contract with Kelly for approval next month
- Graduation ceremony next week

### **Future Meetings/Important Dates**

- Regular Meeting – Monday, May 15, 2023 at 6:00 PM
- Committee Meeting - Wednesday, June 14, 2023 at 6:00 PM
- Public Hearing & Regular Meeting - Monday, June 19, 2023 at 6:00 PM

### **Comments from the Audience**

Ms. Pamela Fraley thanked several individuals on staff for supporting her son who will graduate next week.

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

Ms. Lycos thanked Ms. Fraley for her kind comments.

### **Adjournment**

Ms. Rhodes moved, Ms. Erwin seconded a motion to adjourn the meeting. Roll Call Vote: Coe – Y; Rhodes – Y; Musolf – Y; Lycos – Y; Erwin – Y; Lott – Y; Crandall - Y. Motion passed 7-0. The meeting adjourned at 7:01 PM.

Respectfully Submitted,

Heather Musolf  
Webberville Board of Education Secretary