

**Webberville Community Schools Board of Education**  
**Regular Board Meeting Minutes**  
**October 16, 2023**

**Call to Order**

A regular meeting of the Webberville Board of Education was called to order by Treasurer Jennifer Lycos in the Spartan Center Community Room on Monday, October 16, 2023, at 6:02 PM.

**Roll Call**

Present: Heather Musolf, Jennifer Lycos, Linda Erwin, Kelly Lott, Sueann Crandall

Absent: Amy Coe, Daneille Rhodes

Administration Present: Andrew Smith

**Approval of Agenda**

Ms. Erwin moved, Ms. Lott seconded a motion to approve the agenda of the regular Board of Education meeting being held on today's date, Monday, October 16, 2023, as presented. Roll Call Vote: Musolf - Y; Lycos – Y; Erwin – Y; Lott – Y; Crandall – Y. Motion passed 5-0.

**Routine Items – Consent Agenda**

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

**Communications and Petitions**

None

**Audit Presentation**

Kasey Roth from Maner Costerisan presented the results of the 2022-23 financial audit. They presented an unmodified, clean opinion on the financials and found no issues. The fund balance at the end of the year is 18.6%.

**Monthly Financial Report**

Ms. Johns reviewed the standard expenditures for September.

**Principals' Reports**

Mr. Kubiak shared information on elementary activities such as Boofest, parent/teacher conferences, fire safety week and railroad safety.

Ms. Kiernan shared the re-entry plan for Student 2023-1, as well as fall data for behavior, growth and assessment.

**Superintendent's Report**

Mr. Smith is gathering information for a digital sign. Another review of policy updates will be coming in the new few months. Several coaches for winter sports will be hired. Mr. Smith shared teach-in-place protocol, as several have occurred recently, mostly for medical reasons. Purchase of AN additional van for the district's fleet has been completed. Fuel will now be purchased for vans and busses from Randy's Service. Repairs have been made to gutters on the secondary building and ice machine. A sensor in the kitchen's suppression system caused

the fire alarm to go off and students were outside for several minutes while the system was reset.

**Action Items**

Ms. Erwin moved, Ms. Lott seconded a motion to approve fiscal year 2022-23 audit from Maner Costerisan as presented on October 16, 2023. Roll Call Vote: Musolf - Y; Lycos – Y; Erwin – Y; Lott – Y; Crandall – Y. Motion passed 5-0.

Ms. Erwin moved, Ms. Lott seconded a motion to approve overnight travel for Dawn Preadmore to attend a food service conference in Grand Rapids. Roll Call Vote: Musolf - Y; Lycos – Y; Erwin – Y; Lott – Y; Crandall – Y. Motion passed 5-0.

**Questions or Comments from the Audience**

Marching band festival was postponed to take place on Tuesday at 6:00 PM.

**Questions or Comments from the Board of Education**

None

**Adjournment**

Ms. Lott moved, Ms. Erwin seconded a motion to adjourn the meeting. Roll Call Vote: Musolf - Y; Lycos – Y; Erwin – Y; Lott – Y; Crandall – Y. Motion passed 5-0.  
The meeting adjourned at 7:09 PM.

Respectfully Submitted,

Heather Musolf  
Webberville Board of Education Secretary