

**Mendon Community Schools
Board of Education
Regular Meeting Minutes
December 15, 2025**

I. General Business

A. Call to Order

Board President, Regina Schinker, called the meeting to order at 5:31 pm in the Middle/High School library.

B. Roll Call

- Members Present: Roger Cupp, Sonya Moyle, Jeremy Palmer, Regina Schinker, DyAnn Steinberger (arrived at 5:40pm), and Norma Switalski
- Members Absent: Jesse King
- Administrative Staff Present: Bobby Kretschman, Leasa Griffith-Mathews, Glen Samson, Angie Spence, and Lisa VanZoest
- Others Present:

C. Pledge of Allegiance

D. Approval of Minutes, Closed Session Minutes, Bills, Receipts, and Financial Report

Motion was made by Palmer and supported by Moyle to approve the Special Board Meeting Minutes for November 25, 2025, as well as the Bills, Receipts and Financial Report as presented.

Motion Carried: 5 ayes; 0 nays, 2 absent

II. Communication

A. Oral

B. Written

Secretary Moyle read the following:

- a. Resignation Letter from Makenzie Oatley, Cross Country Coach
- b. Note from Representative, Steve Carra congratulating the Mendon Volleyball Team.

Superintendent Griffith-Mathews read the following:

- c. SFSP email to Griffith-Mathews thanking Mendon Community Schools for serving 6970 meals to Michigan students this past summer.

III. Board Communication

A. Discussion on Palo Alto and LineWize Baseline Filtering Policies - Public Input

Discussion took place regarding what was approved as changes last year. The Board would like to follow the same approval as last year.

IV. Consent Agenda

Approval of:

- 1) Resignation of Makenzie Oatley, Cross Country Coach
- 2) Hiring of:
 - a) Brandon Wenzel, 8th Grade Jr High Girls Basketball Coach
 - b) Vic Wilczynski, 7th Grade Jr High Girls Basketball Coach
 - c) Travis Allen, Jr High Wrestling Coach
 - d) Keegan Smith, Wrestling Volunteer, All Levels

Motion was made by Switalski and supported by Palmer to approve the items on the Consent Agenda as presented.

Motion Carried: 6 ayes; 0 nays; 1 absent

V. Board Reports

A. Athletic Report

Samson informed the Board that both the volleyball and football teams have been awarded Team Academic All-State. Owen Gorham was also named Individual Academic All-State for Football. In addition, volleyball players received the following accolades:

1. Individual Academic All-State: Cienna Nightingale, Jadyn Samson and Gracie Schultz
2. Division 4 All-State
 - a. First Team: Cienna Nightingale, Jadyn Samson (also D4 Dream Team), and Gracie Schultz
 - b. Third Team: Lashell Blair and Karyssa Holtz

Samson finished his report by stating that winter sports have begun.

B. Elementary Report

Spence indicated that the elementary building's student count has remained the same since November. She updated the Board on the office construction, the Book Fair, and Grateful for Grandparents Day (more than 200 attended). In addition, two holiday programs have taken place. Spence and the Board thanked Mr. Adkins for all of his hard work and efforts.

C. Middle/High School Report

Kretschman reported that the middle/high school student count has stayed the same as November. He thanked Taylor Griffith, Lisa Vedmore-Lacy, the NHS students, the band, and kitchen staff for their efforts to make the Senior Citizen Luncheon such a success (over 55 in attendance). He went on to thank Mr. Adkins and the band students for the well-attended Holiday Band Concert held on the 14th. Mr. Kretschman reported that thanks to a generous donation by a Secret Santa (\$1000), prizes and gift-cards were given out last week and will continue this week for students. Exams will take place this week to finish up the semester, and NWEA testing will take place the week of January 5th.

D. Superintendent Report

a. Legislative Update

Griffith-Mathews reported that she had opted in to the 31aa grant as was discussed at the Special Meeting. We will be waiting to see what happens when the court rules later this week.

VI. Discussion Items

A. The Standard Response Protocol and Standard Reunification Method

Griffith-Mathews discussed the protocol of our emergency procedures. The Michigan State Police and Office of Safety and Security have recommended the use of the Standard Response Protocol and Reunification Method. In the county, this is referred to as the "I Love You Guys" protocol. Griffith-Mathews is recommending that the district adopt these protocols. She indicated that the administrative team and Chief Kline would work to update the protocols in our Emergency Operations Plan over the next months, with training scheduled for staff before the start of the '26 - '27 school year.

B. NEOLA Second Reading: Fall Review Volume 40 Number 1.

There were no questions.

C. NEOLA Second Reading: Non-Discrimination Revisions, Vol 40 No. 1

There were no questions.

D. Emergency Operations Manual Changes

Griffith-Mathews indicated that changes have been made to the EOP regarding building maps, room numbers, staff names, etc. She also reported that the EOP would be undergoing major changes over the next 6 months and would require another review in July or August.

VII. Action Items

A. Approval of Baseline Palo Alto and LineWize Baseline Policies for 2026

Motion was made by Palmer and supported by Switalski to approve the Palo Alto and LineWize Baseline policies to be consistent with what was approved the previous year.

Motion Carried: 6 ayes; 0 nays; 1 absent

B. Approval of NEOLA Fall Review: Volume 40 No 1

Motion was made by Cupp and supported by Moyle to approve the NEOLA Fall Review: Volume 40 No. 1 policies as presented.

Motion Carried: 6 ayes; 0 nays; 1 absent

C. Approval of NEOLA Vol 40 No 1: Nondiscrimination Revisions

Motion was made by Moyle and supported by Steinberger to approve the NEOLA Volume 40 No. 1: nondiscrimination revisions as presented.

Motion Carried: 6 ayes; 0 nays; 1 absent

D. Approval of Triangle App #16: \$245,929.78.

Motion was made by Cupp and supported by Palmer to approve Triangle Pay App #16 in the amount of \$245,929.78.

Motion Carried: 6 ayes; 0 nays; 1 absent

E. Approval to Adopt the Standard Response Protocol and Standard Reunification Method as presented.

Motion was made by Steinberger and supported by Moyle to approve the adoption of the Standard Response Protocol and Standard Reunification Method.
Motion Carried: 6 ayes; 0 nays; 1 absent

F. Approval to Add Action Item for the Purpose of Approving the Changes to the EOP.

Motion was made by Moyle and supported by Cupp to add action item G for the purpose of approving the changes to the EOP.
Motion Carried: 6 ayes; 0 nays; 1 absent

G. Approval of the Changes to the EOP

Motion was made by Steinberger and supported by Palmer to approve the EOP as presented.
Motion Carried: 6 ayes; 0 nays; 1 absent

H. Approval to Adjourn to Closed Session for the Purpose of the Superintendent's Mid-Year Evaluation Review.

Motion was made by Palmer and supported by Cupp to adjourn to Closed Session at 6:13pm for the purpose of discussing the Superintendent's Mid-Year Review with an approximate return to Open Session of 6:25pm.
Motion Carried: 6 ayes; 0 nays; 1 absent

I. Approval to Return to Open Session

Motion was made by Cupp and supported by Palmer to return to Open Session at 6:29pm.
Motion Carried: 6 ayes; 0 nays; 1 absent

VIII. Good of the Order

- A.** Reminder that the County SBA program will be held at Mendon on Tuesday, February 3rd.
- B.** Steinberger wanted to sincerely thank the Mendon Schools Foundation for the Hollenbeck Scholarship. Her daughter was a recipient of the scholarship and recently graduated with her elementary certification.

IX. Adjournment

Motion was made to adjourn the meeting at 6:31 pm by Palmer and supported by Switalski.
Motion Carried: 6 ayes, 0 nays, 1 absent

Respectfully Submitted by,

Regina Schinker
Board Vice-President

Leasa Griffith-Mathews
Superintendent