

**Mendon Community Schools
Board of Education
Regular Meeting Minutes
January 20, 2025**

I. General Business

A. Call to Order

Superintendent Leasa Griffith-Mathews called the meeting to order at 5:30 pm in the Middle/High School library.

B. Roll Call

Members Present: Roger Cupp, Jesse King, Sonya Moyle, Jeremy Palmer, Regina Schinker, DyAnn Steinberger (arrived @ 5:33pm), and Norma Switalski.

Members Absent:

Administrative Staff Present: Angie Crotser, Bobby Kretschman, Leasa Griffith-Mathews, Glen Samson, and Lisa VanZoest

Others Present: Jim Munn and Kandace Jackson

C. Pledge of Allegiance

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

Motion was made by King and supported by Schinker to approve the Board Minutes for December 16, 2024, as well as the Bills, Receipts, and Financial Report as presented.

Motion Carried: 6 ayes; 0 nays, 1 absent

II. Election of Board Officers

Motion was made by Cupp that if there were no objections, the Board keep the same slate of officers who served in 2024. Support was given by Schinker. There was no discussion and no one objected.

1. President - Regina Schinker
2. Vice-President - Roger Cupp
3. Secretary - Sonya Moyle
4. Treasurer - DyAnn Steinberger

Motion carried: 7 ayes; 0 nays; 0 absent

III. Communication

A. Oral

- a. School Board Appreciation
Griffith-Mathews presented the Board with a few small tokens of appreciation from the faculty and staff. She thanked them for their service and sacrifice of their time with their families. She stated

that the Board works well together to make tough decisions regarding the district, and she appreciates each of them. She went on to state that she appreciates the support given to the leadership team, and the Board indicated that they appreciate all of the hard work and dedication of the leadership team.

- b. Jeremy Palmer
Schinker welcomed new trustee, Jeremy Palmer, to the Board. He introduced himself and stated that he is excited to join the team.

B. Written

C. Board Communication

IV. Consent Agenda

Approval of

- A. Designate persons authorized to sign checks:
 - 1. Lisa VanZoest, Business Manager
 - 2. Leasa Griffith-Mathews, Superintendent
 - 3. Board President - Regina Schinker
 - 4. Board Treasurer – DyAnn Steinberger

- B. Designate persons authorized to sign contracts, agreements and purchase orders:
 - 1. Lisa VanZoest, Business Manager
 - 2. Leasa Griffith-Mathews, Superintendent
 - 3. Board President - Regina Schinker
 - 4. Board Treasurer - DyAnn Steinberger
 - 5. Robert Kretschman, MS/HS Principal
 - 6. Angie Crotser, Elementary Principal

- C. Designate Electronic Transfer Officers:
 - 1. Lisa VanZoest, Business Manager
 - 2. Leasa Griffith-Mathews, Superintendent
 - 3. Jennifer Griffith, Business Office

- D. Designate Leigh Ann Hagenbuch, Superintendent/Guidance Office to be responsible for implementing school board public notices.

Motion was made by Moyle and supported by King to approve the item on the Consent Agenda with the additions of the President and Treasurer as designees.

Motion Carried: 7 ayes; 0 nays; 0 absent

V. Board Reports

A. Athletic Report

Samson reported that the girls' varsity basketball team is 3-6, junior varsity is 0-5. The middle school girls only have 12-13 players, so they are utilizing the 5th quarter rule in order to play as many 2-game nights as possible. The boys' varsity team is 4-5 and the junior varsity is 2-7. He went on to state that the varsity wrestling team is off to a good start with a record of 11-8. Coach Crotser is most excited that there are currently 16 middle school wrestlers.

B. Elementary Report

Student Count

Month	GSRP <i>(not included in count)</i>	K	1st	2nd	3rd	4th	5th	Total
December	26	24	46	33	35	33	37	208
January	26	23	46	32	35	33	37	206

Crotser thanked Mr. Adkins for all of his time and effort for the program. Crotser went on to report that the Winter Festival was a success with activities and fun. She thanked the Secret Santa for funding the activities. Crotser updated the Board on the Leadership and Academic Teams and would like to get more parent volunteers involved at the elementary.

C. Middle/High School Report

Student Count:

Month	6	7	8	9	10	11	12	Total
December	31	32	38	22	42	44	45	254
January	31	34	39	23	40	44	44	255

Kretschman thanked the donors and foundation members as all teacher and

student requests were fully funded. Kretschman went on to inform the Board that Winter Homecoming is February 14th. He reported that 75% of all MS students were able to attend the reward activity for the second marking period. He went on to report on the Middle/High School attendance for first semester using the following table.

<u>Attendance Rate</u>	<u>2021 Sem. 1</u>	<u>2022 Sem. 1</u>	<u>2023 Sem. 1</u>	<u>2024 Sem. 1</u>
Attend 90% of Scheduled Days	71.9%	83.5%	87.7%	84.6%
Attend 85% of Scheduled Days	77%	93.6%	94.6%	94.1%
Attend 80% of Scheduled Days	84%	97%	99.3%	98.8%

D. Superintendent Report

a. Bond Update

Griffith-Mathews reviewed the diagrams for the middle/high school locker rooms and the elementary office renovations. She also reviewed the timelines for each building. The bid opening is scheduled for Tuesday, January 21st at 2pm.

b. Legislative Update

Griffith-Mathews reported that the Mandatory Sick Leave Act which is scheduled to go into effect in February. She stated that she and VanZoest have been working on making sure that we are in compliance for all of our employee groups.

V. Discussion Items

A. Standing Board Committees

Griffith-Mathews reviewed the Standing Committees. Changes are highlighted.

a. Curriculum

King, Schinker, Steinberger (Switalski)

b. Personnel & Policy

Cupp, Moyle, Schinker (**King**)

c. Building & Site

Palmer, Cupp, Schinker (Switalski)

d. Finance

Moyle, Cupp, Steinberger (**Palmer**)

e. Communication

- King, Cupp, Moyle (Steinberger)
- f. **MASA Representative**
Schinker
 - g. **County School Boards Association**
Steinberger (Moyle)
 - h. **County Special Education Committee**
Cupp (*Question regarding meetings - Griffith-Mathews will ask.*)
 - i. **Negotiations**
Cupp, Steinberger, Schinker (Moyle)
 - j. **Foundation Trustee Member**
Cupp (Schinker)
 - k. **School Improvement** (*Change to Leadership/Continuous Improvement*)
 - i. **Elementary/Title I Parent Advisory Council** - Moyle
 - ii. **Middle/High School** - Steinberger
 - l. **Technology**
King, Schinker, *Steinberger*

B. Winter Amendments

a. Special Revenue

VanZoest explained that there were no changes to the Special Revenue funds as far as budgets.

b. General Fund

VanZoest explained that the change in revenue for the General Fund is due to budgeting for a loss of 10 students, but our fall count shows an increase of 7 students. There was also an increase in several state grants as well as GSRP funding. She went on to explain that the amended amount of expenditures is due in part to off-setting grant expenses, paid stipends to employees around Thanksgiving, and a 5.75% MPERS decrease paid on state aid. The amended fund balance is 35.34%. The Board wholeheartedly thanked VanZoest for her hard work and dedication to our budgets!

c. Food Service

VanZoest stated that changes for expenditures are significant due to a need to spend down the excessive fund balance. The most significant item discussed is a walk-in refrigerator at the elementary. Food Service fund balance is 28.69% for the amendment.

C. Baseline Palo Alto Filtering Policy Changes

After discussion, it was determined that “gambling” and “dating” be added as blocked activities for staff.

VI. Action Items

A. Approval of Standing Board Committees

Motion was made by Cupp and supported by Steinberger to approve the Standing Committees with the changes discussed.

Motion Carried: 7 ayes; 0 nays; 0 absent

B. Approval of Winter Budget Amendments for Special Revenue, Food Service and General Fund

Motion was made by Steinberger (with huge thanks again) and supported by Moyle to approve the Winter Budget Amendments for Special Revenue, Food Service and General Fund as presented.

Motion Carried: 7 ayes; 0 nays; 0 absent

C. Approval of Triangle Pay App #4 from 11/30/2024 in the amount of \$19,000.

Motion was made by King and supported by Cupp to approve the payment of \$19,000 for Triangle Pay App #4.

Motion Carried: 7 ayes; 0 nays; 0 absent

D. Approval of Triangle Pay App #5 from 12/31/2024 in the amount of \$19,000.

Motion was made by King and supported by Palmer to approve the payment of \$19,000 for Triangle Pay App #5.

Motion Carried: 7 ayes; 0 nays; 0 absent

E. Approval of Baseline Palo Alto Filtering Policy to Include Gambling and Dating as Blocked Activities for Staff.

Motion was made by Moyle and supported by King to approve the Baseline Palo Alto Filtering Policy to include gambling and dating as blocked activities for staff.

Motion Carried: 7 ayes; 0 nays; 0 absent

VII. Good of the Order

Steinberger had two items to discuss:

1. A community member has asked about a Fine Arts letter. Currently we have a letter that can be earned by a band member, but perhaps that could be a Fine Arts letter to include drama, band, art, etc. The Board and Admin team were eager to learn more about the parameters and qualifications. Steinberger will get the information.

2. Reminder that February 4th is the next County Board Association meeting to be held at Colon Schools. This meeting will include School Security information as well as info on Dual Enrollment and Early Middle College.

VIII. Adjournment

Motion was made to adjourn the meeting at 6:20 pm by Palmer and supported by Switalski .

Motion Carried: 7 ayes, 0 nays, 0 absent

Respectfully Submitted by,
Regina Schinker
Board President

Leasa Griffith-Mathews
Superintendent