

**Mendon Community Schools
Board of Education
Regular Meeting Minutes
November 17, 2025**

I. General Business

A. Call to Order

Board Vice-President, Roger Cupp, called the meeting to order at 5:31 pm in the Middle/High School library.

B. Roll Call

- Members Present: Roger Cupp, Jesse King, Sonya Moyle, Jeremy Palmer, DyAnn Steinberger, and Norma Switalski
- Members Absent: Regina Schinker
- Administrative Staff Present: Bobby Kretschman, Leasa Griffith-Mathews, Glen Samson, and Lisa VanZoest
- Others Present: Joe Verlin

C. Pledge of Allegiance

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

Motion was made by Steinberger and supported by Moyle to approve the Regular Board Meeting Minutes for October 20, 2025, as well as the Bills, Receipts and Financial Report as presented.

Motion Carried: 6 ayes; 0 nays, 1 absent

II. Communication

A. Oral

- a. Annual Financial Report - Joe Verlin, Gabridge and Co.
Verlin informed the Board that our audit for the 2024-2025 school year came back with a "Clean Opinion," which is the highest available. He went on to report that the "unassigned fund balance" is 28.8% and increased by \$29,708 during the school year. This means Mendon Schools has had back-to-back years with an increase in net position. Verlin went on to state that there were no findings of deficiencies in internal controls. Members thanked Verlin for attending the meeting and explaining the audit, and they wholeheartedly thanked VanZoest for all of her work for the District.

B. Written

Secretary Moyle read the following:

- a. Resignation Card from Becky Millard, Transportation
- b. SCAA Letter Regarding Will Carleton Academy's Application for Membership
- c. Mendon Kiwanis Showboat Letter of Appreciation
Dale Eickhoff wrote to thank Brad Russell, Maddy Eickhoff, Brandon Wenzel, Donna Dunlap, Scott Adkins, and Mendon Community Schools for their help and cooperation in regards to this year's Showboat.

III. Board Communication

IV. Consent Agenda

Approval of:

- 1) Resignation of Becky Millard, Transportation
- 2) Hiring of Carol Norris, Custodial

Motion was made by King 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 updated the Board on SCAA All-League football players and cross-country runners.

Football: Offensive Captain: Owen Gorham. First Team: JT Lux, Tristin Wood, & Aidan McCall. Defensive Captain: Zak Iobe. First Team: Brayden Crites, Ryder Gorham, & Xavier Zinsmaster. Honorable Mention: Jayden Haigh & Carter Huston.

Cross Country: Rowan Allen.

He went on to state that the volleyball team would be playing in the quarter-finals on November 19th in Coldwater vs. Hillsdale Academy. For a fun fact, Samson informed the Board that Mendon has won at least one MHSAA trophy every school year since the 1985-1986 school year.

B. Elementary Report

Griffith-Mathews indicated that the elementary building's student count has remained the same since October. She updated the Board on the office construction, Family Steam Night, and Fall into Reading Week. This week is the Book Fair at the elementary, and "Grateful for Grandparents" will be held on November 25th from 9-10 am. She also stated that the Holiday Music Program would be held on December 9th at 6 pm in the high school gymnasium.

C. Middle/High School Report

Kretschman reported that the middle/high school is down two students from October. He indicated that the MS Federation is holding a canned food drive for the Mendon Food Cupboard, and he stated that the NHS will be providing Thanksgiving meals for 12 families. The secondary teachers had SIOP training, which has been good, useful information for all teachers to use. Finally, Kretschman reported that the Senior Citizen Luncheon would be held on December 9th and the MS/HS Band Concert will be on Sunday, December 14th in the HS cafeteria.

D. Superintendent Report

a. Bond Update

Griffith-Mathews indicated that the final phase of the elementary offices had begun with an estimated completion date of January 2nd. The girls' locker room has been reopened after the leak was repaired.

b. Legislative Update

Griffith-Mathews stated that she had updated the Board on other matters as they presented themselves.

VI. Discussion Items

A. NEOLA First Reading: Fall Review Volume 40 Number 1.

Griffith-Mathews discussed the policies included in this round. All were revisions.

B. NEOLA First Reading: Non-Discrimination Revisions, Vol 40 No. 1

Griffith-Mathews informed the Board that several policies were included for technical revisions regarding the updated location and contact information for OCR. Additionally, 6 policies were rescinded and replaced with 3 policies regarding Nondiscrimination, Equal Employment Opportunity, and Anti-Harassment.

C. 31aa Grant

Griffith-Mathews opened discussion regarding the 31aa grant. This grant would give the school roughly \$140 per student to be used for safety/security or mental health purposes. To "opt in" to receive the grant money, a district must agree to several concerning stipulations. Board members discussed the possible ramifications of opting in and while the money would be put to good use, those conditions seemed to high of a risk to take at this time.

VII. Action Items

A. Approval to Add Action Item E Regarding the 31aa Grant

Motion was made by King and supported by Moyle to add Action Item E regarding the 31aa grant.

Motion Carried: 6 ayes; 0 nays; 1 absent

B. Approval of Triangle App #15 in the amount of \$139,418.22.

Motion was made by King and supported by Palmer to approve Triangle App #15 in the amount of \$139,418.22.

Motion Carried: 6 ayes; 0 nays; 1 absent

C. Approval of Will Carleton as a Permanent Member of the SCAA

Motion was made by Moyle and supported by Switalski to approve the addition of Will Carleton as a permanent member of the SCAA.

Motion Carried: 6 ayes; 0 nays; 1 absent

D. Approval of Jackson Christian and Hillsdale Academy to move to the West Division and Burr Oak to move to the East Division of the SCAA.

Motion was made by Palmer and supported by King to approve Jackson Christian and Hillsdale Academy to the west and Burr Oak to the east divisions respectively of the SCAA.

Motion Carried: 6 ayes; 0 nays; 1 absent

E. Approval of the Following Resolution: “At this time, due to the wording of and stipulations surrounding the 31aa grant, the Mendon School Board votes not to “opt-in.”

Members were clear that should the wording/stipulations change, so could this resolution.

Motion was made by King and supported by Palmer to approve the resolution as stated regarding the 31aa grant.

Motion Carried: 6 ayes; 0 nays; 1 absent

VIII. Good of the Order

- A.** Griffith-Mathews will create and email a list of upcoming events and times for Board members.

IX. Adjournment

Motion was made to adjourn the meeting at 6:35 pm by Palmer and supported by Switalski.

Motion Carried: 6 ayes, 0 nays, 1 absent

Respectfully Submitted by,

Roger Cupp
Board Vice-President

Leasa Griffith-Mathews
Superintendent