

**Minutes of the
PEWAMO-WESTPHALIA
Board of Education
October 20, 2025
7:00 P.M. Regular Board Meeting**

President's Call to Order: Meeting was called to order by President Hafner at 7:00 p.m.

Pledge to the Flag and Roll Call:

Board Members Present: J. Farmer, J. Pohl, L. Pung, B. Weber, P. Weber, J. Smith, J. Hafner

Board Members Absent:

Motion made by J. Smith, supported by J. Pohl, to approve the agenda, consent agenda and meeting minutes from the Regular Board Meeting of September 15, 2025. Motion carried 7-0.

Administrator's Reports:

Facilities and Safety Director: J. Dygert - Cotter family: next to PW sign placed by the road, tree planted in their honor. Memory Lane: Tear out the fence along Clintonia. Pupil Transportation Count Week: Ridership numbers are significantly up; PM bus routes are at capacity. Transportation Adjustments: Parents have been asked to self-transport due to limited bus capacity if they expect non-bus riders. HVAC Controls: 24/7 tech support is available; staff can submit tickets through a website. Winter Prep: Irrigation lines are being blown out, and equipment is being packed up. PW Van: Plan to trade in; a compliant 10-passenger van is needed for insurance purposes. Cafeteria Roof: Discussion about resetting the edge of the roof; walkthrough and punch list review needed. Tunnel of Trees: Topic of discussion.

Technology and Student Specialist: J. Miller - 5 HS students in CRASH, two have completed the course and received credit. Technology in the cafeteria is almost done, tying it all in tomorrow into the master IPAD.

Elementary School Principal: E. Fedewa - Water Boil Advisory: A big thank you to everyone who assisted during the water boil advisory. Upcoming Events: Parent teacher conferences, Book Fair, and Halloween activities are scheduled for next week. Professional Development: BenQ board training will take place during PD time. Count Day: Special thanks to Becky and Morgan for their extensive behind-the-scenes work. Staff Shoutouts: Louis Kramer and Jill Hill received recognition for creating engaging and fun learning environments—students are actively involved and laughing.

Athletic Director/MHS Assistant Principal: T. Forton - Transportation Communication: Thank you to Jeff for coordinating transportation updates with coaches throughout the week. On-Site Support: Appreciation to Lauren for being on school grounds during a recent situation. Office Support: Shoutout to Ericka and Haley for their exceptional support to both leadership and the entire office team. Fall Sports: Seasons are wrapping up. Schedule Adjustment: Westphalia adjusted trick-or-treating times due to the football game being hosted. Coaching Staff: Thank you to all coaches for their hard work and dedication.

Middle-High School Principal: R. Portenga - Social Media Concern: A potential issue was flagged; it may not involve a student. The tech team investigated, but no leads were found. Unplanned Lockdown Drill: Triggered accidentally by a staff member sitting on their Centegix badge. System response was fast and efficient—especially valuable for medical emergencies. Service Learning: Discussion with class advisors about identifying which student activities qualify as service learning to help students earn their hours. Possibly need to revise language related to service learning in the handbook. Cafeteria Use: Continues to be a valuable multipurpose space—used for overflow health classes, Parent teacher conferences, dances, and wrestling practices.

Student Board Representative Report: Tyler: Everything is going smoothly. Homecoming was a good

turnout. Cafeteria technology helps with flexibility of classes. Eve: PSAT was last week. Multiple college visit opportunities have been available and appreciated. Job shadowing program highlighted as a valuable experience for students.

Superintendent: Solar Panel Project: Initiated over a year ago; still searching for a suitable vendor. Discussion held on potential financial loss if the district pulls out of the state-supported project. Strategic Planning: Emphasis on using the strategic plan to guide decision-making. Proposed 4–5 year plan with 4–5 key focus areas and measurable outcomes. Recommendation to use MASB as a third-party facilitator for developing a comprehensive plan. Union Bank Accounts: Jayne consolidated school accounts. Budget: The 2024–25 budget is complete and ready for submission to Yeo & Yeo. Business Manager Hiring Process: First round included rated questions and a 3-question test designed and scored by Jayne. Second round required candidates to present a mock budget presentation. Student Recognition: The marching band performed in Owosso—recognized as the best small school team.

Communications: (3 minutes per person) - Alanna Goerge: The current van is used to transport the tent, which is difficult to set up. How will Scott transport the tent to cross country meets moving forward?

Personnel:

- A. **Accept the recommendation from Superintendent Richard Dunham to hire Dustin Smith, Business Manager, effective November 3, 2025.**
- B. **Accept the recommendation from Superintendent Richard Dunham to hire Adam Fedewa, Assistant Wrestling Coach, effective October 20, 2025.**

President's Comments: Thanked Evan for hosting the Board Meeting. Noted that the construction project has been a long journey, but the results are clear—everything looks very nice.

Old Business:

1. N/A

New Business:

1. Approve the MHS Course List for 2025-26. **Motion made by J. Smith, supported by L. Pung to approve the MHS Course List for 2025-26. Motion carried 7-0.**
2. Approve the Michigan Virtual Academy for online learning for the 2025-26 school year. **Motion made by B. Weber, supported by J. Farmer to approve the Michigan Virtual Academy for online learning for the 2025-26 school year. Motion carried 7-0.**
3. Approve the Edgenuity Credit Recovery Handbook the 2025-26 school year. **Motion made by L. Pung, supported by J. Pohl to approve the Edgenuity Credit Recovery Handbook the 2025-26 school year. Motion carried 7-0.**
4. Approve Dustin Smith, Business Manager, Employment Contract. **Motion made by B. Weber, supported by J. Smith. to approve Dustin Smith, Business Manager, Employment Contract. Motion carried 7-0.**
5. Approve the Letter of Agreement for Schedule B Payments. **Motion made by J. Pohl, supported by J. Farmer to approve the Letter of Agreement for Schedule B Payments. Motion carried 7-0.**
6. Approve the recommendation to issue a credit card to Dustin Smith, Business Manager, with a credit limit of \$3,000. **Motion made by B. Weber, supported by L. Pung to approve the recommendation to issue a credit card to Dustin Smith, Business Manager, with a credit limit of \$3,000. Motion carried 7-0.**
7. Approve Dustin Smith as an authorized user for all Union Bank accounts. **Motion made by J. Farmer, supported by B. Weber, to approve Dustin Smith as an authorized user for all Union Bank accounts. Motion carried 7-0.**

8. Approve to create and post a part-time custodian position for Pewamo-Westphalia Elementary School. ***Motion made by J. Farmer, supported by L. Pung, to approve to create and post a part-time custodian position for Pewamo-Westphalia Elementary School. Motion carried 7-0.***

Financial:

Financial Summary Report, September 30, 2025, including Special Revenue Accounts Payable Listing, September 30, 2025

Upcoming Dates:

- A. October 24, 2025 - End of 1st Quarter
- B. October 31, 2025 - Half Day of School
- C. November 17, 2025 - Board Meeting

Adjourn: At 7:56 pm meeting adjourned.



Approved by Preston Weber, Board of Education Secretary