

MINUTES
HOUGHTON-PORTAGE TOWNSHIP SCHOOLS
BOARD OF EDUCATION
August 18, 2025

Members Present: Cischke, Foltz, Burns, Massaway, Salmi, Vertin

Members Absent: Baltensperger

Also Present: Administrators, Hill, Filpus, Klein, Scullion, Marcotte;
Jason Evans, Ian Evans, Jenny Meade Butler Kevin Butler,
Mike Massaway

PROCEDURAL MATTERS

1. Call to Order

Mrs. Massaway called the meeting to order at 5:30 p.m.

2. Public Comment

There was no public comment.

3. Presentation

Tiffany Scullion recognized Jenny Meade Butler for being awarded a national chemistry teachers' award.

4. Consent Agenda

Mr. Foltz with support from Mr. Burns moved that the Board approve the minutes of the July 21, 2025, regular meeting and the August financial statements and bills in the amount of \$445,371.87. Motion carried unanimously.

5. Administrative Reports

Mrs. Scullion, Ms. Filpus and Mr. Klein reported on events occurring in their buildings. Mrs. Scullion gave an update on athletics. Mr. Hill gave a report on events occurring in the district.

6. MASB, MASA & CCASB Reports

There were no MASA or CCASB reports. Mrs. Massaway gave an MASB report.

7. Discussion/Action Items

1) Resolution to Continue Using WillSub

Mr. Foltz with support from Mrs. Vertin moved that the Board approve a resolution to continue using WillSub for the hiring of substitute teachers, food service workers and others as needed. Motion carried unanimously.

2) Resolution to accept the 2025-2026 Athletic, Employee, Elementary, Middle and High School Handbooks

Mr. Salmi with support from Mrs. Cischke moved that the Board accept the 2025-2026 Athletic, Employee, Elementary, Middle and High School Handbooks. Motion carried unanimously.

3) Resolution to Approve the Houghton High School Course Listing

Mr. Foltz with support from Mr. Burns moved that the Board approve the Houghton High School Course Listing. Motion carried unanimously.

4) Resolution to Hire New Personnel

Mr. Burns with support from Mr. Foltz moved that the Board approve the hiring of:

Mike Hainault - 5th Teacher
Jennifer Matteson - Middle School ELA Teacher
Derick Elenich - Varsity Football Assistant Coach

Motion carried unanimously.

5) Approval of Fall Athletic Coaches

Mr. Foltz with support from Mr. Burns moved that the Board approve the hiring of fall athletic coaches for the 2025-2026 school year. Motion carried unanimously.

6) Resolution to Approve the Thrun Policy Updates to 4221, 5407 and 5407-F

Mr. Burns with support from Mr. Foltz moved to approve the Thrun Policy updates to 4221, 5407 and 5407-F. Motion carried unanimously.

7) Round Table/Discussion

8. Adjournment

There being no further business, Mrs. Cischke moved that the meeting be adjourned. Mrs. Massaway adjourned the meeting at 6:01 p.m.

Respectfully submitted,


Sara Marcotte, Acting Secretary


Mike Salmi, Board Secretary