

Chelsea School District  
Regular Meeting  
Monday, March 10, 2025 6:30 PM Eastern

South Meadows  
335 Pierce St.  
Chelsea, MI 48118

Michelle Craig: Present  
Glenn Fox: Present  
Kate Henson: Present  
Erin Hunt-Carter: Present  
Heidi Reyst: Present  
Sara Tracy: Present  
Eric Wilkinson: Present  
Present: 7.

1. Call to order/roll call/Pledge of Allegiance/adoption of agenda and consent agenda  
Motion to adopt the agenda and consent agenda. This motion, made by Michelle Craig and  
seconded by Glenn Fox, Passed.  
Michelle Craig: Yea, Glenn Fox: Yea, Kate Henson: Yea, Erin Hunt-Carter: Yea, Heidi Reyst:  
Yea, Sara Tracy: Yea, Eric Wilkinson: Yea  
Yea: 7, Nay: 0

The meeting was called to order at 6:30pm.

## 2. Special Presentations & Celebrations

2.a. Student of the Month  
\* North Creek Elementary - Rhea Graham  
\* South Meadows Elementary - Katelyn Schultz

## 3. \* Staff Presentations

3.a. K-2nd ELA Curriculum Review - Michelle Hilla and Team  
Presentation and discussion ensued.

## 4. \* Staff Reports

4.a. North Creek - Casey Wescott  
4.b. South Meadows - Katie Spisich  
4.c. Operations - Ross Potgiesser  
4.d. Technology - Ryan Spencer  
4.e. Food Service - Chris Simpson  
4.f. Transportation - Corinna Horton  
4.g. Special Education and Early Childhood - Lisa Nickel  
4.h. CHS - Amanda Clor

4.i. BMS - Matt Ceo

4.j. Finance - Nicole Lechner

4.k. Human Resources and Community Education - Marcus Kaemming

4.l. Athletics - Matt Cunningham

4.m. Curriculum and Instruction - Michelle Hilla

4.n. Safety and Security - Doug Whitsel

## 5. Superintendent Report & Communications

\* Congratulations to Rhea and Katelyn as our March 2025 Students of the Month.

\* Trimester 3 has started. Spring Break is right around the corner, as well as the 8<sup>th</sup> grade Washington DC trip, Class Night, 8<sup>th</sup> Grade Farewell, and Graduation.

\* Congratulations to our Middle School Choirs who earned a Division I rating at the Middle School Festival at Dexter High School last week under the direction of Kenneth Davis. This is the second year in which Mr. Davis has had the middle school choirs compete in sight reading and vocal ensemble.

\* Bond – Work on the Series 3 Bond preparation has begun.

\* Congratulations to our winter sports teams, especially Boys Swim and Dive winning the SEC White, Competitive Cheer winning the SEC White, Boys Basketball making it to the Regional Finals and losing on a full court buzzer beater, and the Girls Basketball team winning the District title.

## 6. Committee Reports

6.a. Finance Committee - Michelle Craig

January 2025 Finance Report - Motion to approve the January 2025 Finance Report made by \_\_\_\_\_, seconded by \_\_\_\_\_.

Motion to approve the January 2025 Finance Report. This motion, made by Michelle Craig and seconded by Sara Tracy, Passed.

Michelle Craig: Yea, Glenn Fox: Yea, Kate Henson: Yea, Erin Hunt-Carter: Yea, Heidi Reyst: Yea, Sara Tracy: Yea, Eric Wilkinson: Yea

Yea: 7, Nay: 0

Motion to accept the January 2025 Finance Report. This motion, made by Michelle Craig and seconded by Sara Tracy, Passed.

Michelle Craig: Yea, Glenn Fox: Yea, Kate Henson: Yea, Erin Hunt-Carter: Yea, Heidi Reyst: Yea, Sara Tracy: Yea, Eric Wilkinson: Yea

Yea: 7, Nay: 0

## 7. Public Input #1

7.a. Previous Public Comment Board/Superintendent follow up  
None

7.b. Public Comment

Anna Loveland  
Jennifer Tuell  
Tom Higgins

7.c. Superintendent/Board Discussion  
None

8. \* Consent Action Items

8.a. \*Action Item 64-24-25: Approval of the minutes from the February 10, 2025 Regular Meeting, the February 13, 2025 Personnel Committee meeting, the February 24, 2025 Work session, the February 27, 2025 Bond Committee meeting, the March 4, 2025 Personnel Committee meeting, and the March 4, 2025 Policy Committee meeting.  
Motion to approve the consent action items. This motion, made by Erin Hunt-Carter and seconded by Michelle Craig, Passed.  
Michelle Craig: Yea, Glenn Fox: Yea, Kate Henson: Yea, Erin Hunt-Carter: Yea, Heidi Reyst: Yea, Sara Tracy: Yea, Eric Wilkinson: Yea  
Yea: 7, Nay: 0

9. \* Individual Action Items

9.a. Action Item 65-24-25: Superintendent Kapolka recommends the Board approve the 3rd through 5th grade ELA Curriculum with updated recommendation.

Motion to amend the action item: Superintendent Kapolka recommends the Board approve the 3<sup>rd</sup> through 5<sup>th</sup> grade ELA Curriculum with updated recommendation, *and the Board directs the Board Curriculum committee to assess the Curriculum review process and provide recommendations for improvement no later than October 30, 2025 for Board review and approval.*

This motion, made by Eric Wilkinson and seconded by Erin Hunt-Carter, Did Not Passed.  
Eric Wilkinson: Yea, Michelle Craig: Yea, Erin Hunt-Carter: Yea, Glenn Fox: Nay, Kate Henson: Nay, Heidi Reyst: Nay, Sara Tracy: Nay  
Yea: 3, Nay: 4

Original motion, made by Sara Tracy and seconded by Glenn Fox, Passed.  
Eric Wilkinson: Nay, Michelle Craig: Yea, Glenn Fox: Yea, Kate Henson: Yea, Erin Hunt-Carter: Yea, Heidi Reyst: Yea, Sara Tracy: Yea  
Yea: 6, Nay: 1

Discussion ensued regarding the Curriculum Review process.

9.b. Action Item 66-24-25: Superintendent Kapolka recommends the Board approve the 2024-2025 Amended Budget.

Motion to approve the 2024-2025 Amended Budget. This motion, made by Heidi Reyst and seconded by Sara Tracy, Passed.

Michelle Craig: Yea, Glenn Fox: Yea, Kate Henson: Yea, Erin Hunt-Carter: Yea, Heidi Reyst: Yea, Sara Tracy: Yea, Eric Wilkinson: Yea  
Yea: 7, Nay: 0

9.c. Action Item 67-24-25: Superintendent Kapolka recommends the Board approve the Thrun policies to be in effect July 1, 2025.

4221 - Employee Speech

4225 - Temporary Remote Work

4227 - False Medicaid Claims

4601 - Superintendent - General

4602 - Superintendent - Hiring

4603 - Superintendent - Performance Evaluation

4604 - Superintendent - Absence/Incapacity

5201 - Investigations, Arrests, and Other Law Enforcement Contact

Motion to approve the Thrun policies 4221, 4225, 4227, 4601, 4602, 4603, 4604, and 5201 to be effective July 1, 2025. This motion, made by Michelle Craig and seconded by Heidi Reyst, Passed.

Michelle Craig: Yea, Glenn Fox: Yea, Kate Henson: Yea, Erin Hunt-Carter: Yea, Heidi Reyst: Yea, Sara Tracy: Yea, Eric Wilkinson: Yea

Yea: 7, Nay: 0

9.d. Action Item 68-24-25: Superintendent Kapolka recommends the Board approve the Thrun Title IX policies to be in effect immediately.

3115 - Non-Discrimination, Anti-Harassment, and Non-Retaliation

3115A - Definitions for 3115 Series

3115B - Designation of Coordinators

3115C - Supportive Measures

3115D - Informal Resolution

3115E - Grievance Procedure and Remedies

3115F - Complaint Dismissal and Appeals

3115G - General Operations - Intentionally Left Blank

3115H - Training Requirements and Policy Notice

3118 - Title IX Sexual Harassment

4101 - Non-Discrimination

4102 - Anti-Harassment

4104 - Employment Complaint Procedure for Allegations Implicating Civil Rights

4105A - Pregnancy Workplace Accommodations for Employees and Applicants

5202 - Unlawful Discrimination, Harassment, and Retaliation Against Students

5206 - Student Discipline

Motion to approve the Thrun Title IX policies 3115, 3115A, 3115B, 3115C, 3115D, 3115E, 3115F, 3115G, 3115H, 3118, 4101, 4102, 4104, 4105A, 5202, and 5206 to take effect immediately. This motion, made by Michelle Craig and seconded by Sara Tracy, Passed.

Michelle Craig: Yea, Glenn Fox: Yea, Kate Henson: Yea, Erin Hunt-Carter: Yea, Heidi Reyst: Yea, Sara Tracy: Yea, Eric Wilkinson: Yea

Yea: 7, Nay: 0

9.e. Action Item 69-24-25: Superintendent Kapolka recommends the Board approve the Thrun Michigan Earned Sick Time Act (ESTA) policy to be in effect immediately.

4113 - Michigan Earned Sick Time Act (ESTA)

Motion to approve the Thrun Michigan Earned Sick Time Act (ESTA) 4113 policy to be in effect immediately. This motion, made by Erin Hunt-Carter and seconded by Heidi Reyst,

Passed.

Michelle Craig: Yea, Glenn Fox: Yea, Kate Henson: Yea, Erin Hunt-Carter: Yea, Heidi Reyst: Yea, Sara Tracy: Yea, Eric Wilkinson: Yea  
Yea: 7, Nay: 0

## 10. Information & Discussion

10.a. Staff and Student Ipad purchase for Beach Middle School and South Meadows Elementary  
Discussion ensued.

10.b. Staff Laptops for South Meadows Elementary  
Discussion ensued.

10.c. District Administrator Salary Schedule  
Discussion ensued.

10.d. Thrun Policies Review  
4216 - Personal Communication Devices  
4218 - Employee Dress and Appearance  
4605 - Gifts and Donations  
4606 - Discipline and Termination  
4607 - Non-Renewal  
5101 - Student Expression  
5102 - Lockers  
5103 - Search and Seizure  
5104 - Age of Majority  
5105 - Collaboration with Outside Entities  
5106 - Transgender Students  
5202 - Unlawful Discrimination, Harassment, and Retaliation Against Students  
5203 - Hazing  
5204 - Student Appearance and Dress Code  
5205 - Student Handbooks  
Discussion ensued.

## 11. Public Input #2

11.a. Public Comment  
Cecelia Montoye  
Bill Ruddock  
Anthony Bellizzi

11.b. Superintendent/Board Discussion  
None

## 12. Student Liaison and Board Member Reports/Comments/Commendations/Thank You

\* Jordan Nelson – The NHS Blood Drive was successful with 39 pints collected. The MiniVictorthon will be held next week. They have expanded this fundraiser to NCE-PJ Day and SME –Change Drive.

- \* Bradley Dunn – Congratulations to our winter sports teams. Trimester 2 exams are complete and starting Trimeter 3. Looking forward to the Wellness Day at CHS.
- \* Michelle Craig – In honor of Women’s History Month, thank you to all our female staff on the excellent jobs they do to support our students and community.
- \* Eric Wilkinson – Participated in March is Reading Month and the Senior Interviews at CHS.
- \* Erin Hunt-Carter – Participated in March is Reading Month and the Reading event at NCE. She also enjoyed the Chelsea Expo and our CHS Choir singing at the event.
- \* Glenn Fox – Attended CAP Jr’s Shrek the Musical. Amazing performances. He also wanted to thank his Board colleagues for providing professional discussion and offering different perspectives and values.
- \* Kate Henson – Participated in March is Reading Month activities, Donuts for Grownups, and the new Visitor Management System.
- \* Sara Tracy – Excited about the new Community Ed Summer Pass
- \* Heidi Reyst – Enjoyed the CHS Senior Interviews and the awesome experience for herself and the students.

### 13. Upcoming Events

- Monday, March 14, 2025 - Personnel Committee Meeting, 9:30am Central Office
- Friday, March 21, 2025 - Bond Committee Meeting, 2:00pm - WSEC Board Room
- Tuesday, April 1, 2025 - Policy Committee Meeting, 1:00pm WSEC Board Room
- Monday, April 7, 2025 - Regular Board Meeting, 6:30pm WSEC

### 14. Closed Session, for the purpose of student discipline. (MCL 380.503)

Motion to move into Closed Session for student discipline. This motion, made by Michelle Craig and seconded by Sara Tracy, Passed.

Michelle Craig: Yea, Glenn Fox: Yea, Kate Henson: Yea, Erin Hunt-Carter: Yea, Heidi Reyst: Yea, Sara Tracy: Yea, Eric Wilkinson: Yea  
Yea: 7, Nay: 0

Moved into Closed session at 8:39pm.

#### 14.a. Student #2024-2025-1

Returned into Open session 9:03pm.

Action Item 70-24-25: The Board has considered the seven determining factors required by law regarding expulsion and after review, recommends Student 2024-2025-1 be permanently expelled from the Chelsea School District for 180 days.

Motion to permanently expel student 2024-2025-1 from the Chelsea School District. This motion, made by Michelle Craig and seconded by Eric Wilkinson, Passed.

Michelle Craig: Yea, Glenn Fox: Yea, Kate Henson: Yea, Erin Hunt-Carter: Yea, Heidi Reyst:

Yea, Sara Tracy: Yea, Eric Wilkinson: Yea  
Yea: 7, Nay: 0

15. Adjournment

Meeting was adjourned at 9:04pm.

Respectfully Submitted,

Sara Tracy

Board Secretary