CHELSEA SCHOOL DISTRICT

Beach Middle School
445 Mayer Drive
Chelsea, MI 48118

Regular Meeting
Monday, November 2, 2026 6:30 PM Eastern

Michelle Craig:	Present
Glenn Fox:	Present
Nicolia Heineman:	Present
Erin Hunt-Carter:	Present
Dr. Heidi Reyst:	Present
Sara Tracy:	Present
Eric Wilkinson:	Absent

Present: 6, Absent: 1.

1. Call to order/roll call/Pledge of Allegiance/adoption of agenda and consent agenda
Motion to accept the agenda and consent agenda. This motion, made by Michelle Craig and seconded by Glenn Fox, Passed.
Eric Wilkinson: Absent, Michelle Craig: Yea, Glenn Fox: Yea, Nicolia Heineman: Yea, Erin Hunt-Carter: Yea, Dr. Heidi Reyst: Yea, Sara Tracy: Yea
Yea: 6, Nay: 0, Absent: 1
The meeting was called to order at 6:30pm.

2. Special Presentations & Celebrations

2.a. Student of the Month
* Beach Middle School - Emerson Hoffman
* Chelsea High School - Antonio Reisinger

2.b. Introduction of New Staff

- Chelsea High School - Alexandra Doering, CHS English Teacher

3. Staff Reports

3.a. CHS - Amanda Clor

3.b. BMS - Adam Schilt

3.c. Business and Finance - Casey Zaski

3.d. Asst Superintendent/Human Resources - Marcus Kaemming

3.e. Athletics - Eric McCalla

3.f. Curriculum and Instruction - Michelle Hilla

3.g. Safety and Security - Greg DeGrand

4. Superintendent Report & Communications

* Bid 11 Update/Spring-Summer 2027 Projects – Mike reviewed the projects for the spring and summer of 2027 and the recent bids received for this work. Initial base bids totaled approximately $11 million, in addition, there were approximately $910,000 in potential alternates that are being reviewed to determine which items should be included in the final project scope. The next step after review of the bids will be a formal recommendation to the Board with complete project costs including contingencies.

* Professional Development Day – November 2nd our staff spent the day engaged in collaborative professional learning. This included data digs, Professional Learning Community meetings, and building-specific presentations focused on our Multi-Tiered Systems of Supports (MTSS) process.

* Education Town Hall – The Washtenaw Association of School Boards will host an Education Town Hall on Thursday, November 12, from 6:30 to 8:00 pm at High Point School in Ann Arbor. The event will feature school finance experts discussing how Michigan schools are funded, the role of local millages, and some of the current challenges facing public education, including teacher compensation and special education funding.

* Cross Country – Congratulations to Coach Lauren Thorburn and the Boys XC Team on placing 3rd at Regionals which qualifies them for the state meet. This is the 25th consecutive year the team has qualified for the state tournament, which is the 3rd longest active streak in the state.

5. Committee Reports

- OnBoarding Committee - October 20, 2026 – Heidi Reyst updated the Board on the Trustee OnBoarding Program: 90-Day Roadmap
- Policy Committee - October 29, 2026 – Glenn Fox updated the Board on the latest policy review and policies that will be brought to the Board in the coming meetings.

6. Public Input #1

6.a. Previous Public Comment Board/Superintendent follow-up
None

6.b. Public Comment
None

6.c. Superintendent/Board Discussion
None

7. Consent Action Items
Motion to approve the consent action items. This motion, made by Sara Tracy and seconded by Dr. Heidi Reyst, Passed.
Eric Wilkinson: Absent, Michelle Craig: Yea, Glenn Fox: Yea, Nicolia Heineman: Yea, Erin

Hunt-Carter: Yea, Dr. Heidi Reyst: Yea, Sara Tracy: Yea
Yea: 6, Nay: 0, Absent: 1

7.a. Action Item: 26-26-27 Approval of the minutes from the October 19, 2026 regular meeting, the October 16, 2026 Bond Committee meeting and the October 29, 2026 Policy Committee meeting.

8. Individual Action Items

8.a. Action Item 27-26-27: Superintendent Kapolka recommends the approval of a Biennial Superintendent Evaluation
Motion to approve the biennial Superintendent evaluation. This motion, made by Glenn Fox and seconded by Michelle Craig, Passed.
Eric Wilkinson: Absent, Michelle Craig: Yea, Glenn Fox: Yea, Nicolia Heineman: Yea, Erin Hunt-Carter: Yea, Dr. Heidi Reyst: Yea, Sara Tracy: Yea
Yea: 6, Nay: 0, Absent: 1

8.b. Action Item 28-26-27: Superintendent Kapolka recommends the approval of the SEAB Membership Criteria and Selection Process.
Motion to approve the SEAB Membership Criteria and Selection Process. This motion, made by Dr. Heidi Reyst and seconded by Glenn Fox, Passed.
Eric Wilkinson: Absent, Michelle Craig: Yea, Glenn Fox: Yea, Nicolia Heineman: Yea, Erin Hunt-Carter: Yea, Dr. Heidi Reyst: Yea, Sara Tracy: Yea
Yea: 6, Nay: 0, Absent: 1

9. Information & Discussion

9.a. Bond Planning - Design Advisory Team (DAT) Selection Process

Discussion ensued regarding the selection process of the DAT, including the purpose of the DAT, membership and selection process, and the timeline and next steps. This group would serve in an advisory capacity, helping ensure that community perspectives are considered throughout the planning process.

The team would include representation from parents, students, staff, and community members across a variety of stakeholder groups. We have outlined membership criteria and a transparent application and selection process, with the Bond Committee selecting community representatives and district administration identifying staff representatives.

Pending Board feedback, we anticipate opening the application process shortly after our next Bond Committee meeting on November 6, 2026 with selections taking place later in November. The team would begin meeting in December and continue through March 2027.

9.b. Thrun June 2026 Policy Updates
Please note that the proposed policy edits and revisions are detailed in the attached PDFs. Individual Board member comments and discussion threads are housed directly within the respective Google Docs versions.

- 2406 – Board Officers' Duties
- 3108 – Service Animals
- 3301A – Purchasing and Procurement with Federal Funds
- 3303 – Gifts and Donations

- 3304 – Use of District Property
- 4210 – Drug and Alcohol Free Workplace; Tobacco Product Restrictions
- 4104 – Employment Complaint Procedure for Allegations Implicating Civil Rights
- 4113 – Michigan Earned Sick Time (ESTA)
- 4508 – Administrator Non-Renewal
- 5710 – Student Suicide Prevention
- NEOLA 5111.04 – Family Member Student Enrollment (5812CSD)

10. Public Input #2

10.a. Public Comment
None

10.b. Superintendent/Board Discussion
None

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

* Wyeth Angus – Updated the Board on Halloween festivities at CHS and fall sports.

* Charlie Schmunk – Updated the Board on fall sports, Student Link Conference, 2028 trip to Central Europe, Company C, PSAT, Women in Leadership, and happy to welcome back staff from their extended leaves.

12. Upcoming Events

- Friday, November 6, 2026 - Bond Committee Meeting, 8:00am WSEC Central Office
- Friday, November 6, 2026 - Finance Committee Meeting, 10:15am WSEC Central Office
- Monday, November 16, 2026 - Board Meeting, 6:30pm WSEC

- Thursday, November 12, 2026 – The WASB will be hosting an Education Town Hall event at High Point School.

13. Adjournment
The meeting was adjourned at 7:34pm.

Respectfully Submitted,

Sara Tracy
Board Secretary