



# Boyne City Public Schools

## Excellence in Academics, Arts & Athletics

Central Office • Patrick Little, Superintendent • 321 South Park St. • Boyne City, MI 49712 • Phone 231.439.8190 • Fax 231.439.8195

## Unofficial Minutes

Regular Meeting of the Board of Education  
Monday, July 21, 2025, 6:00 PM

A Regular Meeting of the Board of Education was held Monday, July 21, 2025 beginning at 6:00 PM in the Boyne City Education Center's Hospitality Room, 321 South Park St., Boyne City, MI 49712.

The meeting was called to order by President Zareena Koch at 6:05 pm in the Boyne City Education Center's Hospitality Room, 321 South Park St., Boyne City, MI 49712.

**Present:** Riley Cope, Savannah Hrenko, Zareena Koch, Joel Schraw, Mary Towne, Jill Towne-Patton, Sara Ward.

### I. Call to Order

### II. Pledge of Allegiance

### III. Agenda Modifications

### IV. Closed Session

That the Board of Education adjourn into closed session at 6:07pm to conduct a student (#24-25-02) discipline hearing. This motion, made by Jill Towne-Patton and seconded by Savannah Hrenko, Passed.

By Roll Call Vote

### V. Open Session

Motion to reconvene into open session at 6:34p.m.

Motion (carried/failed) 7 to 0.

### VI. Student Discipline Hearing

Be it resolved the Board of Education concluded student (#24-25-02) to expel per state law and school policy from the Boyne City Middle School.

This motion, made by Riley Cope and seconded by Mary Towne, Passed.

Riley Cope: Yea, Savannah Hrenko: Yea, Zareena Koch: Yea, Joel Schraw: Yea,

Mary Towne: Yea, Jill Towne-Patton: Yea, Sara Ward: Yea

Yea: 7, Nay: 0

### VII. Announcements and Comments

#### A. Superintendent

##### 1. Capital Improvement Update

Pat explained that we are officially in the planning stages of the capital improvements.

2. State Budget Update

No state budget has been released, BCPS will go into the 25-26 school year with the current budget and can amend if needed.

**B. Board of Education**

**VIII. Presentation**

**IX. Public Commentary – None**

**X. Approval of Consent Agenda Items**

Move that Consent Agenda items for the be adopted, as presented. This motion, made by Savannah Hrenko and seconded by Joel Schraw, Passed.

Riley Cope: Yea, Savannah Hrenko: Yea, Zareena Koch: Yea, Joel Schraw: Yea,

Mary Towne: Yea, Jill Towne-Patton: Yea, Sara Ward: Yea

Yea: 7, Nay: 0

**A. Approval of Minutes of Previous Meeting**

Motion to approve the Board of Education Regular, Closed and Budget Hearing minutes of June 23, 2024.

**B. Business and Finance Items**

**1. Donations**

**a. BCPS "Room 156" Donation**

To approve the donation to the BCPS "Room 156" from Planet Fitness for their donation of 200 hygiene kits and 13 pairs of Nike Dunks, in the total amount of \$1,500 as recommended administratively.

**2. Payment of the Monthly Bills**

Motion to approve the monthly bills:

General Fund - \$575,343.86

Food Service - \$ 23,825.50

TOTAL - \$599,169.36

**3. Auditor Appointment**

Motion to approve UHY, LLP as the District's auditors for the 2025-2026 school year.

**4. Appointment of Law Firm**

Motion to retain Thrun Law Firm, P.C and Jack Turner. as the district's law firm for the 2025-2026 school year.

**5. Board Member Compensation Rate**

Motion to establish the Board Member Compensation Rate at \$35 per Regular and Special Board Meetings.

**6. Mileage Reimbursement Rate**

Motion to establish the 2025-2026 mileage reimbursement rate for approved school district travel at the current IRS rate.

## **7. Depository of School Funds**

Motion to approve the following depositories and approve the authorization for signatures on accounts with an electronic facsimile signature of the President and Treasurer of the School Board on the following accounts:

**Huntington Bank:** General Fund (Checking, Payroll)

**Charlevoix State Bank:** Food Service Fund (Savings), High School, Middle School, and Elementary School (Savings), General Fund (Savings & Checking), 2016/2019 Debt Retirement (Savings), Capital Improvement Fund (Savings), 2020/2023 Debt Retirement (Savings) 2025 Debt Retirement (Savings)

**Michigan School District Liquid Asset Fund:** General Fund and 2025 Bond

## **8. Signature Facsimile for Checks**

Motion to use a signature facsimile of the President and Treasurer for the following accounts: General Fund, Payroll, High School, Middle School, Elementary School, Food Service, Debt Retirement, Capital Bond Projects, and Capital Improvement.

## **9. Electronic Transaction of Funds**

Motion to authorize the electronic transaction of funds and further authorizes Chief Financial Officer Irene Byrne, Finance Assistant Lynn Sparks and/or Superintendent Patrick Little to sign the necessary paperwork and agreements to electronically transfer funds at Huntington Bank, Michigan School District Liquid Asset Fund (MILAF) and Charlevoix State Bank.

## **10. Charlevoix State Bank Money Market Fund for Government Operations - Deposit and Transfer Authorization**

Motion to authorize the deposit of funds to Charlevoix State Bank, and further authorizes Chief Financial Officer Irene Byrne, Finance Assistant Lynn Sparks and/or Superintendent Patrick Little to transfer funds and to sign the necessary paperwork and agreements to deposit and/or transfer funds on accounts held at Charlevoix State Bank.

## **11. Michigan School District Liquid Asset Fund - Deposit and Transfer Authorization**

Motion to authorize the deposit of funds to the Michigan School District Liquid Asset Fund, and further authorizes Chief Financial Officer Irene Byrne, Finance Assistant Lynn Sparks and/or Superintendent Patrick Little to sign the necessary paperwork and agreements to deposit and/or transfer funds.

## **12. Huntington Bank Business Checking Products - Deposit Authorization**

Motion to authorize the deposit of funds to Huntington Bank, and further authorizes Chief Financial Officer Irene Byrne, Finance Assistant Lynn Sparks and/or Superintendent Patrick Little to transfer funds and to sign the necessary paperwork and agreements to deposit and/or transfer funds on accounts held at Huntington Bank.

## **13. BMO Harris Bank**

Motion to authorize BMO Harris Bank for the purpose of purchase cards, and further authorize Chief Financial Officer Irene Byrne, Finance Assistant Lynn Sparks and/or Angela Matelski as authorized administrators.

**XI. Action Items**

**A. Samantha BrickerBaar - Elementary Teacher**

To approve the hiring of Samantha BrickerBaar as the new Elementary Teacher, as recommended administratively. Motion (carried/failed)\_\_\_to\_\_\_. This motion, made by Jill Towne-Patton and seconded by Savannah Hrenko, Passed.

Riley Cope: Yea, Savannah Hrenko: Yea, Zareena Koch: Yea, Joel Schraw: Yea, Mary Towne: Yea, Jill Towne-Patton: Yea, Sara Ward: Yea  
Yea: 7, Nay: 0

**B. Anna Antal - 6th Grade Math Teacher**

To approve the hiring of Anna Antal as the new 6th Grade Math Teacher, as recommended administratively. Motion (carried/failed)\_\_\_to\_\_\_. This motion, made by Sara Ward and seconded by Joel Schraw, Passed.

Riley Cope: Yea, Savannah Hrenko: Yea, Zareena Koch: Yea, Joel Schraw: Yea, Mary Towne: Yea, Jill Towne-Patton: Yea, Sara Ward: Yea  
Yea: 7, Nay: 0

**C. Emma Bednar - 5th Grade ELA/Social Studies Teacher**

To approve the hiring of Emma Bednar as the new 5th Grade ELA/Social Studies Teacher, as recommended administratively. Motion (carried/failed)\_\_\_to\_\_\_. This motion, made by Riley Cope and seconded by Jill Towne-Patton, Passed.

Riley Cope: Yea, Savannah Hrenko: Yea, Zareena Koch: Yea, Joel Schraw: Yea, Mary Towne: Yea, Jill Towne-Patton: Yea, Sara Ward: Yea  
Yea: 7, Nay: 0

**D. Kayla Fineout - Elementary Art Teacher**

To approve the hiring of Kayla Fineout as the new Elementary Art Teacher, as recommended administratively. Motion (carried/failed)\_\_\_to\_\_\_. This motion, made by Savannah Hrenko and seconded by Sara Ward, Passed.

Riley Cope: Yea, Savannah Hrenko: Yea, Zareena Koch: Yea, Joel Schraw: Yea, Mary Towne: Yea, Jill Towne-Patton: Yea, Sara Ward: Yea  
Yea: 7, Nay: 0

**E. Chase Dawley - 7th Grade Social Studies Teacher**

To approve the hiring of Chase Dawley as the new 7th Grade Social Studies Teacher, as recommended administratively. Motion (carried/failed)\_\_\_to\_\_\_. This motion, made by Jill Towne-Patton and seconded by Joel Schraw, Passed.

Riley Cope: Yea, Savannah Hrenko: Yea, Zareena Koch: Yea, Joel Schraw: Yea, Mary Towne: Yea, Jill Towne-Patton: Yea, Sara Ward: Yea  
Yea: 7, Nay: 0

**F. Janelle Vilitski - Elementary Special Education Teacher**

To approve the hiring of Janelle Vilitski as the new Elementary Special Education Teacher, as recommended administratively. Motion (carried/failed)\_\_\_to\_\_\_. This motion, made by Mary Towne and seconded by Sara Ward, Passed.

Riley Cope: Yea, Savannah Hrenko: Yea, Zareena Koch: Yea, Joel Schraw: Yea, Mary Towne: Yea, Jill Towne-Patton: Yea, Sara Ward: Yea  
Yea: 7, Nay: 0

**G. Approval of the Updated Board Policies**

To approve the following board policies as listed below:

**Series 2000**

2504 Public Participation at Board Meetings

**Series 3000**

3110 Data Breach Response

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

3115-F-1 Discrimination, Harassment, and Retaliation Complaint Form

3115A Definitions for 3115 Series

3118 Title IX Sexual Harassment

3118-F-1 Title IX Sexual Harassment Formal Complaint Form

3201 Accounting

3201A Financial Management for Federal Awards

3211 Post-Issuance Tax Compliance

3212 Post-Issuance Disclosure Compliance

3301 Purchasing and Procurement

3301A Purchasing and Procurement with Federal Funds

3307 Construction Administration

3402 Drills, Plans, and Reports

3407 Asbestos Management

3408 Firearms and Weapons

**Series 4000**

4101 Non-Discrimination

4103 Whistleblowers' Protection

4105B Religious Workplace Accommodations for Employees and Applicants

4106 Family and Medical Leave Act (FMLA)

4403 Performance Evaluation

4407 Discipline

**Series 5000**

5104 Age of Majority

5202 Unlawful Discrimination, Harassment, and Retaliation Against Students

5401 Parent Involvement in Education

5405 Title I Parent and Family Engagement Policy

5406 Title I Funds

5411 Student Promotion, Retention, and Placement

5421 Work-Based Learning Experience

5603 Section 504

5701 Abuse and Neglect

5707 School Wellness Policy

5712 Concussion Awareness

This motion, made by Joel Schraw and seconded by Riley Cope, Passed.

Riley Cope: Yea, Savannah Hrenko: Yea, Zareena Koch: Yea, Joel Schraw: Yea, Mary

Towne: Yea, Jill Towne-Patton: Yea, Sara Ward: Yea

Yea: 7, Nay: 0

**XII. Discussion Items - None**

**XIII. Correspondence**

A. The Grand Traverse Band of Ottawa and Chippewa Indians Grant Award

**XIV. Public Commentary – None**

**XV. Closed Session**

To adjourn into closed session at 6:57 to conduct a mid-year superintendent evaluation. This motion, made by Jill Towne-Patton and seconded by Savannah Hrenko, Passed. By Roll Call Vote

**XVI. Open Session**

Motion to reconvene into open session at 7:46p.m.

Motion (carried/failed) 7 to 0.

**XVII. Additional Action/Discussion Items – None**

**XVIII. Adjournment**

Move that the meeting be adjourned at 8:16 pm. This motion, made by Savannah Hrenko and seconded by Sara Ward, Passed.

Riley Cope: Yea, Savannah Hrenko: Yea, Zareena Koch: Yea, Joel Schraw: Yea,

Mary Towne: Yea, Jill Towne-Patton: Yea, Sara Ward: Yea

Yea: 7, Nay: 0

Respectfully submitted,

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Sara Ward, Board Secretary  
Boyne City Board of Education

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Angela Matelski, Recording Secretary  
Boyne City Public Schools