CHELSEA SCHOOL DISTRICT

WSEC
500 Washington St
Chelsea, MI 48118

Budget Hearing and Regular Meeting

Monday, June 22, 2026 6:30 PM Eastern

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

Present: 4, Absent: 3.

1. Call to order/roll call/Pledge of Allegiance/adoption of agenda and consent agenda
Motion to approve the agenda and consent agenda, as presented. This motion, made by Michelle Craig and seconded by Glenn Fox, Failed.
Nicolia Heineman: Absent, Heidi Reyst: Absent, Eric Wilkinson: Absent, Michelle Craig: Nay, Glenn Fox: Nay, Erin Hunt-Carter: Nay, Sara Tracy: Nay
Yea: 0, Nay: 4, Absent: 3

Motion to remove from the agenda Information & Discussion items c. Policy review revision and d. Personnel Committee Scope due to three Board members being absent from the meeting. This motion, made by Sara Tracy and seconded by Erin Hunt-Carter, Passed.
Nicolia Heineman: Absent, Heidi Reyst: Absent, Eric Wilkinson: Absent, Michelle Craig: Yea, Glenn Fox: Yea, Erin Hunt-Carter: Yea, Sara Tracy: Yea
Yea: 4, Nay: 0, Absent: 3

Motion to accept the modified agenda. This motion, made by Glenn Fox and seconded by Erin Hunt-Carter, Passed.
Nicolia Heineman: Absent, Heidi Reyst: Absent, Eric Wilkinson: Absent, Michelle Craig: Yea, Glenn Fox: Yea, Erin Hunt-Carter: Yea, Sara Tracy: Yea
Yea: 4, Nay: 0, Absent: 3

The meeting was called to order at 6:31pm.

2. Special Presentations & Celebrations

2.a. Introduction of Athletic Director, Eric McCalla

3. Budget Hearing - Nicole Lechner

4. Superintendent Report & Communications

* Construction Update – Renovations have started on our Young 5's area at North Creek Elementary. They are currently on schedule. Our renovations to the soccer/multipurpose field are close to one month ahead of schedule. With this rate, we will begin the renovation of the baseball field next, ahead of schedule.

* State Budget Update – There is no state budget at this time. With the July 1 deadline, there has been little substantive movement.

* Summer Camps & Summer Learning – The second week of summer programming has begun with an average of 350 students daily. Camp Gabika summer camp is running out of Pierce Lake, our high school strength & conditional sessions, and summer learning and tutoring K-8 and credit recovery classes at CHS.

* Community Connections – The Chelsea District Library will be hosting a picnic and celebrating the opening of their bicentennial time capsule from 1976 on Friday, June 26 from 5:00 – 7:00 pm.

5. Committee Reports
None

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 Glenn Fox, Passed.
Nicolia Heineman: Absent, Heidi Reyst: Absent, Eric Wilkinson: Absent, Michelle Craig: Yea, Glenn Fox: Yea, Erin Hunt-Carter: Yea, Sara Tracy: Yea
Yea: 4, Nay: 0, Absent: 3

7.a. Action Item 81-25-26: Approval of the minutes from the Regular and Closed session meetings on June 8, 2026.

7.b. Action Item 82-25-26: Superintendent Kapolka recommends the Board approve the hiring of Ryan Michaud as the School Psychologist Grades 3th -8th and be placed on MA Step 13 of the CEA Master Agreement.

7.c. Action Item 83-25-26: Superintendent Kapolka recommends the Board approve the hiring of Abigail Kuhn as the Math teacher at Beach Middle School and be placed on MA Step 5 of the CEA Master Agreement.

7.d. Action Item 84-25-26: Superintendent Kapolka recommends the Board approve the hiring of Samantha Sankey as the part-time Music teacher at South Meadows Elementary and be placed on BA Step 2 of the CEA Master Agreement.

7.e. Action Item: 85-25-26: Superintendent Kapolka recommends the Board join the Michigan Association of School Boards (MASB) for the 2026-2027 school year.

7.f. Action Item: 86-25-26: Superintendent Kapolka recommends the Board approve the membership resolution to join the Michigan High School Athletic Association (MHSAA) for the 2026-2027 school year.

7.g. Action Item: 87-25-26: Superintendent Kapolka recommends the Board approve joining the Michigan Association of Superintendents & Administrators (MASA) for the 2026-2027 school year.

7.h. Action Item: 88-25-26: Superintendent Kapolka recommends the Board approve the 2026-2027 Board meeting dates.

Michelle Craig would like it denoted on the schedule that Work sessions are considered regular meetings.

7.i. Action Item: 89-25-26: Superintendent Kapolka recommends the Board approve the 2025-2026 Final Amended Budget and the 2026-2027 Preliminary Budget and the 2026 L-4029 tax rate.

7.j. Action Item: 90-25-26: Superintendent Kapolka recommends the Board designate Chelsea State Bank as the District's depository for the 2026-2027 school year. The accounts are 218, 2020, 2022, and 2025 Capital Project Accounts; 2020, 2022, and 2025 Bond Fund Accounts; 2020, 2022, and 2025 Milaf Accounts; the General Fund, Vendor ACH, Payroll, Lunch Fund, Athletics Fund, and Sinking Fund Accounts: North Creek Elementary, South Meadows, Beach Middle School and Chelsea High School Activity Accounts, the Steven E. Lewis, Peabody, CSD Memorial, Special Olympics Scholarship, General Fund Milaf and the Memorial Milaf Funds; and the Fieldhouse Fund.

7.k. Action Item: 91-25-26: Superintendent Kapolka recommends the Board authorize the following persons to sign checks drawn against various funds as indicated in the chart attached and that the Board Treasurer, Business Services Account, Chief Financial Officer, and the Superintendent of Schools are authorized to endorse checks "For Deposit Only:.

7.l. Action Item: 92-25-26: Superintendent Kapolka recommends the Chief Financial Officer, or designee, and the Superintendent of School be authorized to transfer funds by electronic transfer, except where a check is specifically required.

7.m. Action Item: 93-25-26: Superintendent Kapolka recommends the Secretary of the Board be authorized to sign promissory notes, State Aid notes, tax anticipation notes, or any other documents authorized by and on behalf of the Board. Any other officer of the Board may sign documents of the Board in the absence of any other officer.

7.n. Action Item: 94-25-26: Superintendent Kapolka recommends the Board retain the legal firm of Thrun Law Firm, PC, to represent the District during the 2026-2027 school year, and the Superintendent of Schools shall be authorized to engage other specific legal counsel, as the need may arise.

7.o. Action Item: 95-25-26: Superintendent Kapolka recommends the Board designate Chelsea State Bank, Michigan School District Liquid Asset Fund, and Argent Institutional Trust Company as investment depositories for Chelsea School District for the 2026-2027 fiscal year and that the Chief Financial Officer's signature be attached to the investment accounts.
It is further moved that the Superintendent or designee is authorized to transfer funds to/from investment accounts to other savings/checking accounts of the District and is authorized to invest District monies in accordance with state and/or federal law and Board policy.

7.p. Action Item: 96-25-26: Superintendent Kapolka recommends the Board set the fee for providing hard copies of the Board Meeting Agenda Packet for individuals, organizations, firms, or corporations at $50.00 per year in accordance with MCL 15.266.

7.q. Action Item: 97-25-26: Superintendent Kapolka recommends the Board appoint the Chief Financial Officer as the Election Administrator and Deputy to the Board Secretary for election-related matters, the Deputy to the Board Treasurer to perform the duties required of the Board Treasurer.

7.r. Action Item 98-25/6: Superintendent Kapolka recommends the Board approve the purchase of the 2026-2027 WISD fiber consortium costs for internet services and PowerSchool server hosting. This $48,048 expense will be funded through the Technology Department budget within the General fund.

8. * Individual Action Items

8.a. Action Item 99-25-26: Superintendent Kapolka recommends the approval of his 2025-2026 Evaluation.
Motion to approve Superintendent Kapolka's 2025/2026 Evaluation. This motion, made by Erin Hunt-Carter and seconded by Sara Tracy, Passed.
Nicolia Heineman: Absent, Heidi Reyst: Absent, Eric Wilkinson: Absent, Michelle Craig: Yea, Glenn Fox: Yea, Erin Hunt-Carter: Yea, Sara Tracy: Yea
Yea: 4, Nay: 0, Absent: 3

9. Information & Discussion

9.a. WSEC Site work - Chris Martin, Clark Construction

Chris Martin walked the Board through the design of the WSEC site work. Based on discussions at the March and April Board meetings, when the Field House proposal was discussed, time was spend revisiting the overall site plan for the WSEC campus and focused on how we could better develop the site to support future use of this space.

WSEC site work includes expanded parking, a dedicated pedestrian walkway and entrance to the field House, storm water retention ponds, utility and drainage improvements, and other site enhancements necessary to support both current and future uses of the property.

The proposed WSEC site work would be funded out of the 2009 and 2019 Bond and Sinking Fund and would cost $594,536.

Discussion ensured regarding water retention, set up for future expansion, working with the City of Chelsea on utilities and the funding of this project. Transparency of this project and being fiscally responsible will be high priority.

9.b. SWWC Consortium Agreement Extension

With the approval of the county-wide CTE millage this past November, it created an opportunity for districts across Washtenaw County to take a step back and evaluate what Career and Technical Education programming and governance could look like moving forward. For the district of South & West Washtenaw Consortium, it forced us to review our existing agreement that is set to expire on June 30, 2026.

The recommendation to the Board focuses on:

- A Board resolution that approves an amendment to extend the existing SWWC agreement through June 30, 2027.
- The approval of resolution and said amendment does not commit Chelsea to a future consortium structure.
- The proposed Board resolution authorizes the Superintendent to execute the amendment on behalf of the District

* The amendment includes a provision that prevents any lapse in the agreement.

9.c. Policy review revision
This item was removed from agenda.

9.d. Personnel Committee Scope
This item was removed from agenda.

9.e. Emerging Technologies

President Hunt-Carter started a discussion on emerging technologies and how to best manage them as a district. Three main areas of discussion were AI, technologies for learning versus using paper/pencil, and privacy.

Vice President Fox presented areas of concern with safety, robust surveillance systems, third party vendors' access to our data/recordings, and the district policies that need to be reviewed and updated. He would like to review how safety, security, and surveillance relates to our Portrait of a Graduate.

Discussion ensued regarding what happens and who has access to our data and video recordings, how long they are stored, students having a clear expectation of our surveillance. Discussion ensued on how our current policies can be updated and providing more transparency on how and why our policies are in place. The Board also wants to ensure we are FERPA compliant and what unanticipated use of our data can happen.

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

* Sara Tracy – She attended the Senior Center Board meeting and discussed the upcoming millage renewal and replacement and the construction updates.

* Glenn Fox – He suggested the Board and the District to reach out to the townships regarding the millages.

* Michelle Craig – She suggested the Board and the District to expand the marketing of the millages.

* Erin Hunt – Carter – She offered suggestions for the Board to write a letter to the editor discussing the millages.

12. Upcoming Events

- Monday, July 20, 2026 - Board Meeting, 6:30pm WSEC (Proposed date)

13. Adjournment
The meeting was adjourned at 8:11pm.

Respectfully Submitted,

Sara Tracy
Board Secretary