



**CHELSEA**  
SCHOOL DISTRICT

WSEC  
500 Washington St  
Chelsea, MI 48118

Regular  
Meeting  
Monday, April 6, 2026 6:30 PM Eastern

Michelle Craig: Present  
Glenn Fox: Present  
Nicolia Heineman: 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 Glenn Fox and seconded  
by Michelle Craig, Passed.

Michelle Craig: Yea, Glenn Fox: Yea, Nicolia Heineman: 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

\* Beach Middle School - Melanie Smashey

\* Chelsea High School - Dutch Kisselburg

## 3. \* Staff Reports

3.a. North Creek - Casey Wescott

3.b. South Meadows - Katie Spisich

3.c. Beach Middle School - Adam Schilt

3.d. Chelsea High School - Amanda Clor

3.e. Business and Finance - Nicole Lechner

3.f. Human Resources - Marcus Kaemming

3.g. Curriculum and Instruction - Michelle Hilla

3.h. Athletics - Matt Cunningham

- 3.i. Safety and Security - Greg DeGrand
- 3.j. Operations - Ross Potgiesser
- 3.k. Technology - Ryan Spencer
- 3.l. Food Service - Chris Simpson
- 3.m. Transportation - Corrina Horton
- 3.n. Special Education - Lisa Nickel
- 3.o. Early Childhood and Comm Education - Sarah Bentley

#### 4. Superintendent Report & Communications

- \* Congratulations to our April Students of the Month, Melanie and Dutch.
- \* District Calendars – Upon Board approval, we will have three years’ worth of calendars tentatively agreed upon. We will have the 2026/2027 calendar posted on our website soon.
- \* WAVE – We entered into a one (1) year partnership with the Western Washtenaw Area Value Express (WAVE) for the use of designated parking spaces at Pierce Lake Early Childhood Center for their fleet of vehicles. With the planned expansion of the Chelsea Area Fire Authority building, WAVE was slated to lose their current parking arrangement that has been in place for the past several years. Our agreement helps support a valued community partner while making use of available space on our school property.
- \* Senior Center Board position – President Hunt-Carter will be emailing the Board regarding the Board liaison position with the Senior Center Board. Dr. Reyst will no longer be able to continue with this role and we will need a replacement.
- \* Project UNIFY Basketball Game – On Friday, March 27<sup>th</sup>, our Beach Middle School Unified Basketball team played against Dexter in our high school gym as part of our annual Rock Your Socks game. This event aligns with World Down Syndrome Day and serves as an opportunity to celebrate inclusion, build awareness, and bring our school communities together in friendship and competition. All BMS students walked up to the high school for the game. Thank you to the Chelsea Police Department who assisted with traffic so our students could attend.

#### 5. Committee Reports

- 5.a. January 2026 Finance Report  
Motion to approve the January 2026 Finance report. This motion, made by Michelle Craig and seconded by Glenn Fox, Passed.  
Michelle Craig: Yea, Glenn Fox: Yea, Nicolia Heineman: Yea, Erin Hunt-Carter: Yea, Heidi Reyst: Yea, Sara Tracy: Yea, Eric Wilkinson: Yea  
Yea: 7, Nay: 0

#### 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 Heidi Reyst and seconded by Nicolía Heineman, Passed.

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

Yea: 7, Nay: 0

7.a. \*Action Item 54-25-26: Approval of the minutes from the Regular and Closed sessions on March 9, 2026.

7.b. \*Action Item 55-25-26: Superintendent Kapolka recommends the approval of the 3rd and 8th grade iPad purchase of \$194,628.75, with \$184,003.75 funded through the 2019 Bond and \$10,625 funded through the Technology Department budget.

7.c. \*Action Item 56-25-26: Superintendent Kapolka recommends the approval of the extension of the Gabridge & Co audit contract for three years as presented for a total of \$105,000..

7.d. Action Item 57-25-26: Superintendent Kapolka recommends the Board approve the .5 FTE leave request from Jennifer Tracht for the 2026-2027 school year.

7.e. Action Item 58-25-26: Superintendent Kapolka recommends the Board approve the .5 FTE leave request from Heather Hay for the 2026-2027 school year.

8. \* Individual Action Items

8.a. Action Item 59-25-26: Superintendent Kapolka recommends the Board ratify the 2026 - 2029 Tentative Agreement between the Washtenaw County Education Association/Chelsea Education Association, MEA/NEA and the Chelsea School District Board of Education that will be executed and signed by parties prior to June 30, 2026.

Motion to ratify the 2026-2029 Tentative Agreement. This motion, made by Heidi Reyst and seconded by Sara Tracy, Passed.

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

Yea: 7, Nay: 0

9. Information & Discussion

9.a. Food Service Contract Renewal

Annually, the District is required to submit its food service contract renewal to the Michigan Department of Education. We received approval on March 5, 2026 for the 2026/2027 school year.

The renewal reflects an Equivalent Meal Factor of \$5.14, aligned with USDA and MDE guidelines, and a 2.5% increase in management fees per the existing contract with Chartwells. We have been extremely pleased with the partnership and working relationship with Chartwells, and Chris Simpson as our Food Service Director.

9.b. Letter of Agreement - Superintendent Evaluation

In order for the Board to review a full year of academic data associated with the superintendent evaluation, moving the evaluation window back by one month from May to June was necessary as any of the key data points that inform this process are not available until the end of the academic year.

Shifting the timeline to June 15 ensures that the superintendent evaluation has complete and accurate data as it relates to the district's academic goals. The LOA does not impact the evaluation process itself, but focuses on the timing adjustment.

9.c. Operating millage and sinking fund proposal language

An updated resolution from Thrun regarding the official ballot language is forthcoming. The Operating millage is slated as a renewal, while the Sinking Fund millage will be a replacement. This replacement is a strategic shift that expands the allowable use of funds, specifically enabling the district to purchase buses with Sinking Fund dollars.

Discussion ensued regarding the importance of ensuring the district is requesting the right amount of millage that balances the district's operational needs with a commitment to taxpayer value. Also, the Board emphasized the necessity of having documented, long-term plans for the future use of these monies.

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

\* Bradley Dunn – Gave update on the CHS Theater Guild's "Almost, Maine" production on April 25-27th, the CHS Collage Concert on April 11th, the "Rock Your Socks" basketball game between Chelsea and Dexter on March 27<sup>th</sup>, and the upcoming CHS music trip to Toronto.

\* Wyatt Angus – Gave update on the Mini Victorthon, state testing next week and gave the Board the opportunity to submit questions for the CHS student body.

\* Glenn Fox – Looking forward to attending the CHS Collage concert and a thank you to Lisa Allmendinger for the many years of work with The Chelsea Update and her coverage of the Chelsea School District.

\* Michelle Craig – Excitement that our community hosted a gymnastics meet.

\* Erin Hunt-Carter – Looking forward to attending the Collage concert and the MASB Spring Institute.

12. Upcoming Events

- Monday, April 20, 202 - Board Worksession, 6:30pm WSEC
- Monday, May 4, 2026 - Board Meeting, 6:30pm WSEC

13. Adjournment

The meeting was adjourned at 7:09 pm.

Respectfully Submitted,

Sara Tracy  
Board Secretary