

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

WSEC
500 Washington 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 approve the agenda and consent agenda. 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

2. Administration of the Oath of Office to newly-elected Board Members, Heidi Reyst and Erin Hunt-Carter.

"I do solemnly swear that I will support the Constitution of the United States and the Constitution of this State, and that I will faithfully discharge the duties of the office of Member of the Board of Education of the Chelsea School District according to the best of my ability." If so, answer, "I will and I do".

President Henson administered the Oath of Office to the two newly elected Board Trustees, Erin Hunt-Carter and Heidi Reyst.

3. Election of Board of Education Officers

3.a. Action Item 41-24-25: Election of President

Motion to nominate Kate Henson as President. This motion, made by Heidi Reyst and seconded by Sara Tracy, 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

3.b. Action Item 42-24-25: Election of Vice President

Motion to nominate Erin Hunt-Carter as Vice President. This motion, made by Kate Henson and seconded by Glenn Fox, Passed.

Erin Hunt-Carter: Abstain (With Conflict), Michelle Craig: Yea, Glenn Fox: Yea, Kate

Henson: Yea, Heidi Reyst: Yea, Sara Tracy: Yea, Eric Wilkinson: Yea
Yea: 6, Nay: 0, Abstain (With Conflict): 1

3.c. Action Item 43-24-25: Election of Secretary

Motion to nominate Sara Tracy as Secretary. This motion, made by Michelle Craig and seconded by Erin Hunt-Carter, 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

3.d. Action Item 44-24-25: Election of Treasurer

Motion to nominate Michelle Craig as Treasurer. This motion, made by Erin Hunt-Carter 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

4. Special Presentations & Celebrations

4.a. Student of the Month

- * Beach Middle School - Charlotte Zenz
- * Chelsea High School - Lyla Christie

4.b. School Board Appreciation Month

Mike Kapolka thanked the Board on behalf of the entire district for their time and energy they put into our students and District.

5. * Staff Presentations

None

6. * Staff Reports

Discussion ensued and comments made on all the work being done in the District.

6.a. North Creek - Casey Wescott

6.b. South Meadows - Katie Spisich

6.c. Operations - Ross Potgiesser

6.d. Technology - Ryan Spencer

6.e. Food Service - Chris Simpson

6.f. Transportation - Corinna Horton

6.g. Special Education and Early Childhood - Lisa Nickel

7. Superintendent Report & Communications

* Congratulations to our January 2025 Students of the Month, Charlotte Zenz and Lyla Christie.

* Career Day at CHs – Thank you to Daniela Bickel and Amy Kay for organizing the Career Day at CHS in December. We had 26 presenters from our community presenting career options and pathways to our students.

* Robotics International partnership – Chelsea Robotics Team 1502, in partnership with Bosch, has launched its first international FIRST Robotics Competition team: Team Hungary 10609 in Budapest. Team 1502 hosted Hungarian coaches in October and has been supporting them in recruiting students and preparing for their first season.

* Happy New Year – Mike shared his wishes for a new year with an abundance of new opportunities, continued collaboration, and future success for all our Bulldogs.

8. Committee Reports

8.a. Finance Committee - Michelle Craig

* October 2024 Finance Report - Motion to approve the October 2024 Finance Report made by _____, seconded by _____.

Motion to accept the October 2024 Finance Report. This motion, made by Michelle Craig and seconded by Kate Henson, 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. Public Input #1

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

9.b. Public Comment
None

9.c. Superintendent/Board Discussion
None

10. * Consent Action Items

Motion to approve the consent action items. This motion, made by Erin Hunt-Carter 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

10.a. *Action Item 45-24-25: Approval of the minutes from the November 18, 2024, regular meeting, December 9, 2024, work session and the December 10, 2024, Policy Committee meeting.

11. * Individual Action Items

11.a. Action Item 46-24-25: Superintendent Kapolka recommends the Board approve the Thrun policy 2302 to be in effect July 1, 2025.

2302 - "Board Code of Ethics"

Motion to approve the Thrun policy 2302. This motion, made by Sara Tracy 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

11.b. Action Item 47-24-25: Superintendent Kapolka recommends the Board approve the Thrun policy 2505 and 2506 to be in effect July 1, 2025.

2505 - "Board Committees"

2506 - "Organizational Meetings"

Motion to approve the Thrun policies 2505, 2506. 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

11.c. Action Item 48-24-25: Superintendent Kapolka recommends the Board approve the Thrun policy 3120 to be in effect July 1, 2025.

3120 - "Head Start COVID 19 Mitigation"

Motion to approve the Thrun policy 3120. 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

11.d. Action Item 49-24-25: Superintendent Kapolka recommends the Board approve the Thrun policy 3201, 3202, 3203, 3204, 3205, 3206, 3207, 3209, 3210, 3211, 3212, and 3213 to be in effect July 1, 2025.

3201 - "Accounting"

3202 - "Budgets and Truth in Budgeting/Taxation Hearings"

3203 - "Deposits"

3204 - "Investment of Funds"

3205 - "Disbursements"

3206 - "Property Tax Levies"

3207 - "School Activities Fund"

3209 - "Debit/Credit Cards"

3210 - "Borrowing"

3211 - "Post-Issuance Tax Compliance"

3212 - "Post-Issuance Disclosure Compliance"

3213 - "Electronic Transactions of Funds and Automated Clearing House Arrangements"

Motion to approve the Thrun policies 3201, 3202, 3203, 3204, 3205, 3206, 3207, 3209, 3210, 3211, 3212, 3213. This motion, made by Heidi Reyst 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

12. Information & Discussion

3117 (Updated) - Intellectual Property

3119 - Experimental or Pilot Program

3208 - Surety Bonds of District Officials

3301 - Purchasing and Procurement

3301A - Purchasing and Procurement with Federal Funds

3302 - Acquisition of Real Property

3303 - Gifts and Donations

3304 - Use of District Property

- 3305 - Sale or Lease of District Property
 - 3306 - Construction Bidding
 - 3307 - Construction Administration
 - 3308 - Distribution of Printed Materials and Advertising in School
 - 3309 - Bus Inspections
 - 3401 - School Cancellation Delay and Early Dismissal
 - 3402 - Drills, Plans and Reports
 - 3403 - Reporting Accidents
 - 3404 - Communicable Diseases
 - 3405 - Bloodborne Pathogens
 - 3406 - Integrated Pest Management
 - 3407 - Asbestos Management
 - 3408 - Firearms and Weapons
 - 3409 - Intentionally Left Blank
 - 3501 - Freedom of Information Act
 - 3502 - Record Retention
 - 4103 - Whistleblowers' Protection
 - 4104 - Employment Complaint Procedure for Allegations Implicating Civil Rights
 - 4105 - Disability Workplace Accommodations for Employees and Applicants
 - 4105A - Pregnancy Workplace Accommodations for Employees and Applicants
 - 4105B - Religious Workplace Accommodations for Employees and Applicants
 - 4106 - Family and Medical Leave Act (FMLA)
 - 4107 - Military Leave
 - 4108 - Union Activity and Representation
 - 4109 - Break Time for Nursing Mothers
 - 4110 - Reimbursement
 - 4111 - Professional Development
 - 4112 - Extracurricular Employees or Volunteers
- Discussion ensued on all policies listed. These comments will be reviewed in the January 7, 2025 Policy Committee meeting.

12.a. WISD Fiber Consortium and PowerSchool Hosting for 2024/2025 - Ryan Spencer
Discussion ensued.

13. Public Input #2

13.a. Public Comment
None

13.b. Superintendent/Board Discussion
None

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

* Jordan Nelson – The Gilded Gala was a huge success. Career Day at CHS was great to participate in.

* Bradley Dunn – Career Day at CHS was good to experience and help you think about what the next steps are. Solo and Ensemble is approaching.

* Sara Tracy – She was excited to hear about Career Day and wants to participate next year. The Gilded Gala was awesome. Shout out to our staff that worked over the break.

* Erin Hunt-Carter – She attended the Gilded Gala, the Hometown Parade and is looking forward to attending more events this winter.

* Heidi Reyst – She is looking to get involved in each building this winter and spring.

* Glenn Fox – He thanked his colleagues on the Board and our Student Liaisons for their time, hard work and professionalism.

* Kate Henson – She thanked our Board and colleagues for their hard work and feels they are growing as a team. She attended the Hometown parade, building holiday parties, the Gilded Gala and is looking to be more visible in the buildings this winter and spring. She thanked Dallin Snell for his hard work in the Technology department. We are looking for staff in the Food Services and Transportation departments. Shout Out to our bus mechanics for all green tags for our vehicles during their inspection.

15. Upcoming Events

- Tuesday, January 7, 2025 - Policy Committee Meeting, 1:00pm WSEC
- Monday, January 13, 2025 - Board Meeting, 6:30pm North Creek **(this is a date change to the schedule)**
- Monday, February 10, 2025 - Board Meeting, 6:30pm WSEC

16. Adjournment

Meeting was adjourned at 7:23pm.

Respectfully Submitted,

Sara Tracy
Board Secretary