



CHELSEA
SCHOOL DISTRICT

Chelsea High School
740 N Freer
Chelsea, MI 48118

Regular
Meeting

Monday, October 6, 2025 6:30 PM Eastern

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

Present: 6, Absent: 1.

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.

Heidi Reyst: Absent, Michelle Craig: Yea, Glenn Fox: Yea, Nicolia Heineman: Yea, Erin Hunt-Carter: Yea, Sara Tracy: Yea, Eric Wilkinson: 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 - Harper Kies

* Chelsea High School - Dane McCarley

3. * Staff Reports

3.a. CHS - Amanda Clor

3.b. BMS - Adam Schilt

3.c. Finance - Nicole Lechner

3.d. Human Resources - Marcus Kaemming

3.e. Athletics - Matt Cunningham

3.f. Curriculum and Instruction - Michelle Hilla

4. Superintendent Report & Communications

* The State budget was finalized with limited details. We do know there will be a 4.6% increase in Foundation Allowance of \$10,050 per pupil. We also know the Michigan School Meals Program will continue with free breakfast and lunch for all students. At-Risk funding will increase along with funding for School Safety and Mental Health.

The State budget diverts approximately \$1.3 billion from the School Aid Fund to support higher education, which has been a continued concern for K-12 leaders for years.

Once the budget is signed into law, we anticipate being able to receive our first state aid payment on October 20, 2025.

* The CTE Millage will be on the November 4, 2025 ballot for voters in the Washtenaw Intermediate School District service area. This will be a 1 mill tax to help expand PreK-12 Career Technical Education. Specific to CSD, if the millage proposal passes, approximately \$350K per year of general fund dollars that the CSD spends on CTE would remain in the district.

* Homecoming Week is upon us with many festivities concluding with the football game on Friday and the Homecoming dance on Saturday.

* Fall count day was Wednesday, October 1, 2025. Our district enrollment on that day was 2,291 students, which is 33 students up from where we ended last spring.

* Academic Proficiency and Growth Data at BMS – Last year’s BMS 8th grade students finished with the highest proficiency rate among Washtenaw County public middle schools on every subject area tested last spring. Also, last year’s 7th grade students were #1 in ELA and #2 in Math proficiency on the MSTEP in Washtenaw County amongst middle schools.

Compared with scores from 2023-34, our middle school students demonstrated growth in every subject area on both the MSTEP and the PSAT 8.

* Fall Athletics – Girls swimming and diving and football are in first place in the SEC White. Girls golf won the SEC White Division and Coach Joe Ewald was named SEC White Coach of the Year. Boys soccer won the SEC White championship outright for the first time in ten years. Boys tennis won the SEC White for the 25th consecutive year!

5. Committee Reports

5.a. Bond Committee Meeting - September 15, 2025

* Sara Tracy and Eric Wilkinson mentioned the Bond committee discussed the final Series 3 Bond work and timeline.

6. Public Input #1

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

6.b. Public Comment
Beach Middle School Robotics

6.c. Superintendent/Board Discussion
None

7. * Consent Action Items

Motion to approve the consent agenda. This motion, made by Glenn Fox and seconded by Sara Tracy, Passed.

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

Yea: 6, Nay: 0, Absent: 1

7.a. *Action Item: 19-25-26 Approval of the minutes from the September 8, 2025 Regular Meeting, the September 15, 2025 Bond Committee meeting, and the September 22, 2025 Work Session.

7.b. Action Item 20-25-26: Superintendent Kapolka recommends an amendment to Action Item 07-25-26, originally approved on August 18, 2025 to reflect Amielia Hass' hiring on BA Step 2 of the CEA Master.

7.c. Action Item 21-25-26: Superintendent Kapolka recommends an amendment to Action Item 09-25-26, originally approved on August 18, 2025 to reflect Noelle Rager's hiring on MA Step 2 of the CEA Master.

7.d. Action Item 22-25-26: Superintendent Kapolka recommends an amendment to Action Item 10-25-26, originally approved on August 18, 2025 to reflect Jessica Rickli's hiring on MA Step 2 of the CEA Master.

7.e. Action Item 23-25-26: Superintendent Kapolka recommends the Board approve the hiring of Halle Sullins as a Social Worker at Chelsea High School and be placed on MA Step 2 of the CEA Master Agreement.

8. * Individual Action Items

8.a. Action Item 24-25-26: Superintendent Kapolka recommends the Board approve the Thrun Policy Update to be effective immediately.

- 2504 - Public Participation at Board Meetings
- 3110 – Data Breach Response
- 3115 – Non-Discrimination, Anti-Harassment, and Non-Retaliation
- 3115A – Definitions for 3115 Series
- 3118 – Title IX Sexual Harassment
- 3121 – Public School Academy Authorization
- 3402 – Drills, Plans, and Reports
- 3407 – Asbestos Management
- 3408 – Firearms and Weapons

Motion to approve Thrun policies 2504, 3110, 3115, 3115A, 3118, 3121, 3402, 3407, 3408. This motion, made by Michelle Craig and seconded by Glenn Fox, Passed.

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

Yea: 6, Nay: 0, Absent: 1

8.b. Action Item 25-25-26: Superintendent Kapolka recommends the Board approve the Thrun Policy Update to be effective immediately.

- 4101 – Non-Discrimination
- 4103 – Whistleblowers’ Protection
- 4105B – Religious Workplace Accommodations for Employees and Applicants
- 4106 – Family and Medical Leave Act (FMLA)
- 4221 – Employee Speech
- 4403 – Performance Evaluation
- 4407 - Discipline
- 4408 - Termination
- 4409 – Non-Renewal

Motion to approve Thrun policies 4101, 4103, 4105B, 4106, 4221, 4403, 4407, 4408, 4409.

This motion, made by Nicolía Heineman and seconded by Michelle Craig, Passed.

Heidi Reyst: Absent, Michelle Craig: Yea, Glenn Fox: Yea, Nicolía Heineman: Yea, Erin

Hunt-Carter: Yea, Sara Tracy: Yea, Eric Wilkinson: Yea

Yea: 6, Nay: 0, Absent: 1

8.c. Action Item 26-25-26: Superintendent Kapolka recommends the Board approve the Thrun Policy Update to be effective immediately.

- 5104 – Age of Majority
- 5202 – Unlawful Discrimination, Harassment, and Retaliation Against Students
- 5209 - Student Use of Cell Phones and Electronic Devices
- 5411 – Student Promotion, Retention, and Placement
- 5420 – Sex Education
- 5421 – Work-Based Learning Experience
- 5603 – Section 504
- 5701 – Abuse and Neglect
- 5707 – School Wellness Policy
- 5712 – Concussion Awareness

Motion to approve the Thrun policies 5104, 5202, 5209, 5411, 5420, 5421, 5603, 5701, 5707,

5712. This motion, made by Sara Tracy and seconded by Michelle Craig, Passed.

Heidi Reyst: Absent, Michelle Craig: Yea, Glenn Fox: Yea, Nicolía Heineman: Yea, Erin

Hunt-Carter: Yea, Sara Tracy: Yea, Eric Wilkinson: Yea

Yea: 6, Nay: 0, Absent: 1

9. Information & Discussion

9.a. Field House Grant Agreement

Superintendent Kapolka shared information with the Board regarding the Fieldhouse donation draft agreement prepared by Thrun Law Firm. The proposed agreement is between the Chelsea School District, John Daniels and the Chelsea Athletic Boosters. It provides a clear path forward for the construction of the new Fieldhouse which will be funded jointly by a community donation and the district sinking fund dollars.

The agreement formalizes the donation from John Daniels and the Chelsea Athletic Boosters who are serving as the fiduciary agent in the financial transaction, to fund the design and

construction of the Fieldhouse, with the district maintaining full ownership and oversight of the facility. All donated funds are restricted to the fieldhouse project in alignment with the Michigan law and CSD Board Policy 2202 – Gifts and Donations.

The agreement includes defined timelines, accountability provision and refund language to protect both the donor's intent and the district's fiscal responsibility. While donations reflect a shared vision, the district retains full control of all project-related decisions.

The final version of the draft donation agreement will be an action item on the October 20, 2025 BOE agenda. Bids for the project will go out in early November. And ground breaking on the project is slated for later in June or early July 2026.

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 – Recapped fall athletics and Homecoming week. Also, Chelsea Theatre Guild will be presenting White Christmas on October 18th and 19th.

* Wyeth Angus – Recapped Homecoming events with the parade on Friday and dance on Saturday.

* Sara Tracy – Excited that the Michigan Free Breakfast and Lunch program is continuing.

* Glenn Fox – He is thankful that other items such as field trip fees are able to be covered by scholarships. Congratulations to Bradley Dunn for being a National Merit Honoree.

* Eric Wilkinson – He attended the elementary PTO meeting and their Bulldog Jog event.

* Nicolie Heineman – The homecoming themes are great and hopes there can be a common theme across all district buildings in the future.

* Erin Hunt-Carter – Attended the Marching Band Expo on September 24th. It was a great success.

* Michelle Craig – Encouraged we have hired a part time Behavior Interventionist and the CHS Bulldog Beanery is off to a great start.

12. Upcoming Events

Monday, October 20, 2025 - Board Meeting, 6:30pm WSEC

13. Adjournment

Meeting was adjourned at 7:16pm.

Respectfully Submitted,

Sara Tracy
Board Secretary