



CHELSEA
SCHOOL DISTRICT

North Creek
699 McKinley
Chelsea, MI 48118

Regular
Meeting

Monday, January 26, 2026 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.

Heidi Reyst: Present

Present: 7.

1. Call to order/roll call/Pledge of Allegiance/adoption of agenda and consent agenda
Call to order: 6:30 Motion to adopt. 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

2. Special Presentations & Celebrations

2.a. Student of the Month

* North Creek Elementary - Gannon Barnes

* South Meadows Elementary - Dominick Fuqua

2.b. New Staff Introductions

* Bryan Allen - BMS Teacher

* Greg DeGrand - Director of Safety and Security

2.c. CEA - School Board Appreciation Month

3. * Staff Presentations

3.a. 2025-2026 Amended Budget - Nicole Lechner
Review of General Fund

Nicole presented the 2025-2026 Amended Budget. She outlined the General Fund, Food Service Fund, Community Education Fund, Student Fund Activities and the Debt Retirement

Fund.

4. * Staff Reports

4.a. North Creek - Casey Wescott

4.b. South Meadows - Katie Spisich

4.c. Operations - Ross Potgiesser

4.d. Technology - Ryan Spencer

- * Michelle Craig – Needed clarification on the upgrades to PLECC in regards to the rooms that were leased to the church.

- * Erin Hunt-Carter – Needed clarification on the wireless systems updates and use of old access points.

4.e. Food Service - Chris Simpson

- * Nicolie Heineman - Shout out to Chris with his food options. The students are enjoying them.

4.f. Transportation - Corrina Horton

4.g. Special Education - Lisa Nickel

4.h. Early Childhood and Comm Education - Sarah Bentley

5. Superintendent Report & Communications

*Cell Phone Ban – Both the Michigan House and Senate have passed House Bill 4141, legislation that would require public and charter schools to prohibit student smartphone use during instructional time, while still allowing use during non-instructional periods such as lunch and passing time. The proposal has exceptions for medically necessary devices and emergency situations. This legislation does not change what we are currently doing in the Chelsea School District. The District implemented districtwide cell phone restrictions this academic year based on a local decision focused on improving student focus, engagement, and learning.

* International Student Program – Under the direction of our Student Success and Multilingual Coordinator, Andrea Cole, we are expanding the number of enrollments for the 26-27 school year from 10 to 15 international students, based upon placement demand.

* Winter Weather – As we are continually tracking winter weather, be sure to follow CSD on social media and watch our website for school closings. The District is afforded six (6) days for weather-related closures. Currently, we have used four (4) weather-related days this school year. If we exceed our six (6) days, we can apply for a waiver for three (3) additional days. If the waiver is not accepted, we would then have to start adding days back into our calendar in order to meet the minimum required hours of instruction, which is 1,098 hours. Derek Bollinger with the Department of Public Works with the City of Chelsea has done a great job being proactive and keeping CSD in the loop of their decision making and schedule, which has helped us in our decision making process.

6. Committee Reports

6.a. October 2025 Finance Report

Motion to approve. 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

7. Public Input #1

* Diane Jones-Locker

7.a. Previous Public Comment Board/Superintendent follow up

None

7.b. Public Comment

None

7.c. Superintendent/Board Discussion

None

8. * Consent Action Items

8.a. *Action Item 46-25-26: Approval of the minutes from the Regular meeting on January 12, 2026, the Personnel Committee meeting on January 20, 2026, and the Finance Committee meeting on January 21, 2026.

Motion to approve. This motion, made by Sara Tracy and seconded by Heidi Reyst, 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

9. Information & Discussion

9.a. Wireless Network Upgrade Recommendation - Ryan Spencer

Covered by the 2019 Bond.

* Sara Tracy needed clarification on the life cycle of access points, which is about 10 years. They will arrive in June and be installed over summer.

9.b. Structured Cabling Upgrade Recommendation - Ryan Spencer

This cabling will take place with the renovation of the Y5's wings and portions of PLECC. It will be funded by the sinking fund and installed by vendors.

9.c. SEAB Process

We are moving the selection of the SEAB committee members to the Board of Education, as per board policy. There is a SEAB meeting on Feb 17th that will need two more members.

There is a list of people interested in being on the SEAB. We will be reaching out to them and asking them to submit a letter of intent, eligible people will be asked to attend the next board meeting and speak about why they want to serve on the SEAB, and then the board will vote.

The SEAB needs to fill vacancies with parents who have students enrolled in the district and are not an employee of the Chelsea School District. Considering the potential term limits and

attendance requirements moving forward, we would also like to develop a process for announcing vacancies and soliciting applicants.

9.d. Committee Members

Committee Selections:

- * Policy Committee - Heineman, Fox, Craig
- * Personnel Committee - Reyst, Wilkinson, Tracy
- * Finance - Craig, Wilkinson
- * Negotiations – Hunt-Carter, Heidi, Fox
- * Curriculum - Hunt-Carter, Heineman
- * Bond - Tracy, Wilkinson, Craig
- * SEAB - Hunt-Carter, Tracy, Fox
- * City of Chelsea - Heineman
- * CHS - Heineman
- * BMS - Wilkinson
- * SME - Craig
- * NCE - Heineman
- * PLECC – Reyst

- * Senior Center - Reyst
- * WASB – Hunt-Carter

9.e. School of Choice

The Board discussed the annual review of our School of Choice policy 5305 which states that 10% of enrollment can be SOC. Currently, SOC enrollment is at 8% 25/26 year. We usually increase 1-1.5% each year, which will get us close to the 10% cap for the 26/27 school year.

Options:

- Keep as is - may hit the cap and will have to waitlist families for the first time.
- Increase the percentage
- Have an Enrollment cap

10. Public Input #2

None

10.a. Public Comment

None

10.b. Superintendent/Board Discussion

None

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

- Bradley Dunn/Wyeth Angus – Recapped Winter Carnival Week, updated the Board on the Principal Advisory Committee, the Michigan Music Conference was a huge success, and they are getting their suggestion box installed at CHS.

- Nicolia Heineman - Updated on ICE policies.
- Michelle Craig - Shout out to Ross and the Operations team on their hard work
- Heidi Reyst - Congratulations to Jennifer Smith and the Chelsea Senior Center for earning Non-Profit of the Year.

12. Upcoming Events

- Monday, February 9, 2026 - Board Meeting, 6:30pm WSEC
- Monday, February 23, 2026 - Board Work session, 6:30pm WSEC

13. Closed Session, for negotiations. (MCL 380.503)

Motion to go into Closed Session at 8:05pm. This motion, made by Nicolia Heineman 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

Enter Closed Session at: 8:10 pm

Returned to Open Session at 9:08 pm.

14. Adjournment

Meeting was adjourned at 9:08pm.

Respectfully Submitted,

Sara Tracy
Board Secretary