

Chelsea School District
Regular Meeting
Monday, May 19, 2025 6:30 PM Eastern

WSEC
500 Washington St
Chelsea, MI 48118

Michelle Craig: Present
Glenn Fox: Present
Erin Hunt-Carter: Present
Heidi Reyst: Present
Sara Tracy: Absent
Eric Wilkinson: Present
Present: 5, Absent: 1.

1. Call to order/roll call/Pledge of Allegiance/adoption of agenda and consent agenda
Call to Order 6:30 Motion to adopt agenda and consent agenda. This motion, made by Erin Hunt-Carter and seconded by Glenn Fox, Passed.
Sara Tracy: Absent, Michelle Craig: Yea, Glenn Fox: Yea, Erin Hunt-Carter: Yea, Heidi Reyst: Yea, Eric Wilkinson: Yea
Yea: 5, Nay: 0, Absent: 1

2. Special Presentations & Celebrations

2.a. Student of the Month
* Beach Middle School - Thomas Means
* Chelsea High School - Avery Lay

2.b. Senior Student Board Liaison - Jordan Nelson

3. * Staff Reports

3.a. CHS - Amanda Clor

3.b. BMS - Matt Ceo

3.c. Finance - Nicole Lechner

3.d. Human Resources and Community Education - Marcus Kaemming

3.e. Athletics - Matt Cunningham

3.f. Curriculum and Instruction - Michelle Hilla

3.g. Safety and Security - Doug Whitsel

4. Superintendent Report & Communications

* Congratulations to our Students of the Month, Thomas and Avery.

* Legislative Breakfast - The Legislature called for an increase in per pupil funding and mental health & safety funding.

* Chelsea Education Foundation (CEF) – They are celebrating their 35th anniversary. They have been a major supported of all our students and staff in the CSD.

*Rachel Slupe was honored in Lansing with the Excellence in Musical Theater Award. This recognition highlight Rachel’s exceptional contributions to performing arts education and her ongoing impact on students and the broader theatre community.

* 8th grade Washington DC trip – a special thanks to Nick Schumann and Austin Elam for planning the trip. Our BMS staff did a tremendous job chaperoning our students for four days. We are extremely proud of how well our students represented BMS, their families and truly making us proud of our students.

*Company C - great show over the weekend. Congratulations to Mr. Davis and all students.

*School of Choice – We currently have 57 applicants and our application window will close on June 4th.

* We have a new tradition for our Senior Clap Out. Seniors travelled to BMS, SME and NCE for their final send off!

* Graduation will be Sunday, June 1 at 2pm. We are looking forward to celebrating our seniors one final time.

5. Committee Reports

5.a. Finance Committee - March Finance Report

Motion to approve March Finance Report. This motion, made by Michelle Craig and seconded by Eric Wilkinson, Passed.

Sara Tracy: Absent, Michelle Craig: Yea, Glenn Fox: Yea, Erin Hunt-Carter: Yea, Heidi

Reyst: Yea, Eric Wilkinson: Yea

Yea: 5, Nay: 0, Absent: 1

5.b. Personnel Committee - May 12, 2025

Heidi Reyst communicated that the Board is finalizing the Superintendent contract.

5.c. SEAB Committee - May 14, 2025

Glenn Fox communicated the beginning of the process of voting for the next curriculum. A new proposed curriculum will be discussed in two public forums to be held May 30 and June 11.

6. Public Input #1

6.a. Previous Public Comment Board/Superintendent follow-up

None

6.b. Public Comment

Lynn Fox - Representing AARP

6.c. Superintendent/Board Discussion

None

7. Anti-Bullying Policy Thrun 5207 - Public Hearing

Discussion ensued of what the policy is, how reports of bullying are handled and how it is reported by the district and data is gathered and submitted to State.

8. * Consent Action Items

Motion to approve consent action items. This motion, made by Michelle Craig and seconded by Glenn Fox, Passed.

Sara Tracy: Absent, Michelle Craig: Yea, Glenn Fox: Yea, Erin Hunt-Carter: Yea, Heidi Reyst: Yea, Eric Wilkinson: Yea
Yea: 5, Nay: 0, Absent: 1

8.a. *Action Item: 81-24-25 Approval of the minutes from the May 5, 2025 Regular Board Meeting and the May 12, 2025 Personnel Committee Meeting.

8.b. Action Item 82-24-25: Superintendent Kapolka recommends the Board approve the 1.0 FTE leave of absence request from Jennifer Haefner for the 2025-2026 school year.

8.c. Action Item 83-24-25: Superintendent Kapolka recommends the Board approve the 1.0 FTE leave of absence request from Carley Wooster for the 2025-2026 school year.

8.d. Action Item: 85-24-25: Superintendent Kapolka recommends approval of the 2025-2026 Chelsea High School Student Handbook

8.e. Action Item: 86-24-25: Superintendent Kapolka recommends approval of the 2025-2026 Beach Middle School Student Handbook

8.f. Action Item: 87-24-25: Superintendent Kapolka recommends approval of the 2025-2026 South Meadows Elementary and North Creek Elementary Student Handbook.

8.g. Action Item: 88-24-25: Superintendent Kapolka recommends approval of the 2025-2026 Athletic & Extra-Curricular Code of Conduct.

8.h. Action Item: 89-24-25: Superintendent Kapolka recommends approval of the Administrative Contract Renewals.

8.i. Action Item 90-24-25: Superintendent Kapolka recommends the approval of the CHS Music Department field trip to Toronto, Ontario April 23-26, 2026.

8.j. Action Item 91-24-25: Superintendent Kapolka recommends the approval of the CHS Marching Band Uniform purchase. The total cost of the purchase is \$77,548.94.

9. * Individual Action Items

9.a. Action Item 92-24-25: Electing a new Board President.

Motion to nominate Erin Hunt-Carter - President. This motion, made by Heidi Reyst and seconded by Michelle Craig, Passed.

Sara Tracy: Absent, Michelle Craig: Yea, Glenn Fox: Yea, Erin Hunt-Carter: Yea, Heidi Reyst: Yea, Eric Wilkinson: Yea
Yea: 5, Nay: 0, Absent: 1

9.a.1) Optional Open Agenda Item for electing additional cabinet positions.

Motion to elect Glen Fox for Vice President. This motion, made by Heidi Reyst and seconded by Michelle Craig, Passed.

Sara Tracy: Absent, Michelle Craig: Yea, Glenn Fox: Yea, Erin Hunt-Carter: Yea, Heidi Reyst: Yea, Eric Wilkinson: Yea
Yea: 5, Nay: 0, Absent: 1

9.b. Action Item 93-24-25: Superintendent Kapolka recommends the approval of the District Administrator Salary Schedule for 2025-2026 and 2026-2027.

Motion to approve Item 93-24-25. This motion, made by Michelle Craig and seconded by Heidi Reyst, Passed.

Sara Tracy: Absent, Michelle Craig: Yea, Glenn Fox: Yea, Erin Hunt-Carter: Yea, Heidi Reyst: Yea, Eric Wilkinson: Yea
Yea: 5, Nay: 0, Absent: 1

9.c. Action Item: 95-24-25: Superintendent Kapolka recommends approval of the Resolution Designating the District's Election Representatives as Michelle Craig with Heidi Reyst as the alternate for the WISD June 2, 2025 Biennial Election.

Motion to approve Item 95-24-25. This motion, made by Michelle Craig and seconded by Eric Wilkinson, Passed.

Sara Tracy: Absent, Michelle Craig: Yea, Glenn Fox: Yea, Erin Hunt-Carter: Yea, Heidi Reyst: Yea, Eric Wilkinson: Yea
Yea: 5, Nay: 0, Absent: 1

9.d. Action Item: 96-24-25: The Board approves our WISD Board election representative to vote for the following WISD Board Candidates:

Motion to approve 1 -Diane Hockett and 2- Eric Roberts and Dorcas Musili. This motion, made by Michelle Craig and seconded by Glenn Fox, Passed.

Sara Tracy: Absent, Michelle Craig: Yea, Glenn Fox: Yea, Erin Hunt-Carter: Yea, Heidi Reyst: Yea, Eric Wilkinson: Yea
Yea: 5, Nay: 0, Absent: 1

9.e. Action Item: 97-24-25: Superintendent Kapolka recommends approval of the WISD 2025-2026 Budget Resolution.

Motion to approve. This motion, made by Michelle Craig and seconded by Glenn Fox, Passed.

Sara Tracy: Absent, Michelle Craig: Yea, Glenn Fox: Yea, Erin Hunt-Carter: Yea, Heidi Reyst: Yea, Eric Wilkinson: Yea
Yea: 5, Nay: 0, Absent: 1

9.f. Action Item 98-24-25: Superintendent Kapolka recommends the Board approve the Thrun Non-Exempt Staff policies to be in effect July 1, 2025:

4301 - Definition

4302 - Minimum Wage and Overtime

4303 - Compensatory Time

4304 - Employee Timekeeping Responsibilities

4305 - Michigan Paid Medical Leave Act (MPMLA) - Intentionally Left Blank

4306 - Assignment and Transfer

4307 - Performance Evaluation

4308 - Reduction and Recall of Non-Exempt Staff

4309 - Discipline and Termination

Motion to approve. This motion, made by Glenn Fox and seconded by Heidi Reyst, Passed.
Sara Tracy: Absent, Michelle Craig: Yea, Glenn Fox: Yea, Erin Hunt-Carter: Yea, Heidi Reyst: Yea, Eric Wilkinson: Yea
Yea: 5, Nay: 0, Absent: 1

9.g. Action Item 99-24-25: Superintendent Kapolka recommends the Board approve the Thrun Professional Staff policies to be in effect July 1, 2025:

4401 - Definition

4402 - Assignment and Transfer

4403 - Performance Evaluation

4404 - Performance Based Compensation for Teachers - Intentionally Left Blank

4405 - Reduction in Force and Recall

4406 - Professional Improvement Sabbaticals

4407 - Discipline

4408 - Termination

4409 - Non-Renewal

Motion to approve. This motion, made by Michelle Craig and seconded by Heidi Reyst, Passed.

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

Yea: 5, Nay: 0, Absent: 1

9.h. Action Item 100-24-25: Superintendent Kapolka recommends the Board approve the Thrun Administrators/Supervisors policies to be in effect July 1, 2025:

4501 - Definition

4502 - Assignment and Transfer

4503 - Performance Evaluation

4504 - Performance-Based Compensation - Intentionally Left Blank

4505 - Reduction and Recall

4506 - Discipline

4507 - Termination

4508 - Administrator Non-Renewal

Motion to approve. This motion, made by Eric Wilkinson and seconded by Heidi Reyst, Passed.

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

Yea: 5, Nay: 0, Absent: 1

9.i. Action Item 101-24-25: Superintendent Kapolka recommends the Board approve the Thrun Student Conduct and Discipline policies to be in effect July 1, 2025:

5206A - Due Process

5206B - Students with Disabilities

5206C - Reinstatement Following Expulsion

5206D - Enrollment Following Misconduct at Another Public or Non Public School

5206E - Suspension from Class, Subject, or Activity by Teacher

5207 - Anti-Bullying

5208 - Student Acceptable Use and Internet Safety

5209 - Student Use of Cell Phone and Electronic Communication Devices

5210 - GPS Tracking Device with audio Surveillance Capabilities - Intentionally Left Blank

5211 - Emergency Use of Seclusion and Restraint

5213 - Personal Protection Orders Against Students

Motion to approve. This motion, made by Michelle Craig and seconded by Glenn Fox, Passed.

Sara Tracy: Absent, Michelle Craig: Yea, Glenn Fox: Yea, Erin Hunt-Carter: Yea, Heidi

Reyst: Yea, Eric Wilkinson: Yea

Yea: 5, Nay: 0, Absent: 1

Voting on Option B - students not allowed to use cell phones during the school day.

9.j. Action Item 102-24-25: Superintendent Kapolka recommends the Board approve the Thrun Student Enrollment, Attendance, and Records policy to be in effect July 1, 2025:

5301 - Compulsory Attendance, Absenteeism, and Truancy

Motion to approve. This motion, made by Eric Wilkinson and seconded by Glenn Fox, Passed.

Sara Tracy: Absent, Michelle Craig: Yea, Glenn Fox: Yea, Erin Hunt-Carter: Yea, Heidi

Reyst: Yea, Eric Wilkinson: Yea

Yea: 5, Nay: 0, Absent: 1

10. Information & Discussion

10.a. Filling Board Vacancy Process and Timeline

Discussion ensued on the process and timeline to fill the Board vacancy left by Kate Henson's resignation.

10.b. 2025 Bond Resolution

Discussion ensued regarding the Series 3 of the bond passed in 2019.

10.c. CTE Millage Support Resolution

Discussion ensued regarding the CTE millage and support resolution.

10.d. Superintendent Contract

This topic was not discussed.

11. Public Input #2

11.a. Public Comment

None

11.b. Superintendent/Board Discussion

None

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

* Bradly Dunn - AP testing completed. The Prom at Revel Run was beautiful with a shout out to Ms. Sinacola. Wyeth Angus is the will be the next board liaison.

* Jordan Nelson - Company C Show was spectacular with a big thank you to Rachel Slupe. Senior Activities are happening all week. Music events all week as well. Jordan expressed his gratitude and appreciation for CSD.

13. Upcoming Events

Tuesday, May 27, 2025 - Policy Committee Meeting, 1:00pm WSEC

Thursday, May 29, 2025 - Board Trustee Vacancy Applications Due

Sunday, June 1, 2025 - Graduation, 2:00pm Football Field

Monday, June 9, 2025 - Board Meeting, 6:30pm WSEC

14. Adjournment

Adjourned at 8:02 pm

Respectfully Submitted,

Sara Tracy

Board Secretary