

Union City Community Schools

“Educating and Preparing Each Child for Their Future”

Union City, Michigan 49094 / Superintendent’s Office (517) 741-3300 – Fax (517) 741-5205

Board of Education Agenda

Monthly Board Meeting	High School Media Center
Monday, February 16, 2026	6:30 PM

- I. Call to Order
 - a. Pledge of Allegiance
 - b. Opening Statement

Welcome to the Union City Community Schools Board meeting. Our meeting agenda is available for you to follow. The expectation for our board meeting is to follow this agenda closely. We operate under the Open Meetings Act and utilize Roberts Rule of Order to govern our discussion and decision-making process. There is an opportunity for public comment during our set agenda. We welcome the public to express their opinions during this time of our agenda. If there are questions about the agenda or the board meeting process, please seek out one of the Board members for clarification.
- II. Addition or Deletion of Items to the Agenda
- III. Consent Agenda
 - a. Approval of Minutes
 1. Regular 1/19/2026
- IV. Correspondence
- V. Comments From the Audience on Agenda Items
 - a. Public Comments Statements

This is the section of the meeting in which the public may make comments or share their opinions about items on the agenda. We ask you to limit your comments to no longer than 5 minutes per person to allow others the opportunity to speak. This is an opportunity for the Board to listen to your concerns. It is not Board practice to act on the concerns voiced during this meeting to allow for the Board to do further research.
- VI. Action Items
 - a. Board action is required to approve the financials for the month ending January 31, 2026.
 - b. Donations to Union City High School for Therapy Dog.

Board action is required to approve four donations over the amount of \$500 to be used for the purchase of the Therapy Dog for the high school. Donations from Opportunities LLC, Marshall CCU, the Burlingame Family and an anonymous donor exceeded the amount of \$500.
- VII. Discussion Items
- VIII. Information Items
 - a. C2AE and Christman Presentation
Steve Jurczuk and Andrew Dobbs
Presentation by C2AE and Christman to provide an overview of the design, phasing and bids.
 - b. Career and College Coordinator - Updates
Stacy Guertler
 - c. 74b - Clean Bus Energy Grant
Patrick McKerr
UCCS has been awarded nearly 480K in the final step of the Clean Bus Energy Grant
 - d. Retirement of Cassandra Rumsey effective June 30,2026.

IX. Public Comment

This is the section of the meeting in which the public may make comments or share their opinions about Union City Community Schools. We ask you to limit your comments to no longer than 5 minutes per person to allow others the opportunity to speak. This is an opportunity for the Board to listen to your concerns. It is not Board practice to act on the concerns voiced during this meeting to allow for the Board to do further research.

X. Board Roundtable

a. Cross Country / Community Walking Path

Patrick McKerr

An update on progress of the recently purchased land adjacent to our Middle School property.

b. Union City Food Club Update

Patrick McKerr

Updates on the Union City Food Club in Partnership with Michigan Farm Bureau

c. Potential Special Meeting Friday 2-27-26

Patrick McKerr

Bids are due for the pre-purchased electrical package 2-23. Those bids will be reviewed, the bidders interviewed and presented to us to act on.

XI. Adjournment

Organizational/Regular Board Meeting
Monday, January 19, 2026 6:30 PM Eastern

High School Media Center
430 St. Joseph Street
Union City, MI 49094

I. Call to Order

I.a. Pledge of Allegiance

I.b. Opening Statement

II. Addition or Deletion of Items to the Agenda

III. Public Comments

III.a. Public Comments Statement

IV. Correspondence

V. Election of Officers

V.a. President

V.b. Vice President

V.c. Secretary

V.d. Treasurer

VI. Consent Grouping (Board Bylaws)

VI.a. Establish month and date of future organizational meeting - January 19, 2026

VI.b. Establish board officers:

VI.b.1. Number (7)

VI.b.2. Titles (President, Vice President, Secretary, Treasurer)

VI.b.3. Duties (policies 0170 bylaws)

VI.b.4. Terms (4 years starting with November 2024 election)

VI.b.5. Eligibility (all board officers are board members)

VI.b.6. Method of electing officers

VI.b.7. Order of succession and method of filling a vacancy (MCL 380.414a/416)

VI.b.8. Method of removing an officer from office (MCL 380.415.1105)

VI.c. Establish Meeting Requirements:

VI.c.1. Date, Time, Frequency, and place of regular meetings (third Monday - 6:30 p.m. - High School Media Center)

VI.c.2. Form and method of notice to board members for regular meetings (as required by Open Meetings Act)

VI.c.3. Purposes for convening special meetings (as required by Open Meetings Act)

VI.c.4. Methods of calling special meetings (as required by Open Meetings Act)

VI.c.5. Form and method of notice to board members for special meetings (as required by Open Meetings Act)

VI.d. Establish procedures for conducting board meetings (Policy 01600):

VI.d.1. Agenda format and preparation

VI.d.2. Public participation rules (community input during the agenda)

VI.d.3. Rules of order (Standard Code of Parliamentary Procedure)

VI.d.4. Actions, if any in addition to Open Meetings Act provisions, requiring a roll call vote (expenditures of funds, purchase of property, property transfer, bonding, resolutions, or at a board member's request)

VI.d.5. Style of minutes

VI.e. Establish board committee system and procedures (see Board Policies):

VI.e.1. Type of committees (ad hoc)

VI.e.2. Name of each committee (personnel/negotiations, finance/building and site, CASBMA [Calhoun Area School Board Members Association], Centennial Trust)

VI.e.3. Charge to each committee (bring recommendation back to the board)

VI.e.4. Method of appointing committee members (volunteers and appoint by Board President)

VI.e.5. Method of selecting or appointing committee chairpersons (committee selection)

VI.e.6. Style of committee reports (oral/written as determined by the Board)

VI.e.7. Method for receiving committee reports (at regular/special board meetings or workshops)

VI.f. Establish compensation system for Board Members (\$25/meeting, \$40/meeting for Board President)

VI.g. Establish system for reimbursement of Board Members expenses (quarterly)

VI.h. Establish district membership in organizations (CISD [Calhoun Intermediate School District], MASB [Michigan Association of School Boards], MASA [Michigan Association of School Administrators], MASSP [Michigan Association of Secondary School Principals] MIEM [Michigan Institute for Educational Management], MEMSPA [Michigan Elementary and Middle School Principals Association] and any other approved by the board; policy/bylaw #0175)

VI.i. Establish procedure for filing vacancies on Board (MCL 380.414a)

VI.j. Any other matter related to effective and efficient functioning of the Board (MCL 380.11a)

VII. Consent Grouping: (Designations)

VII.a. Designation of depositories for school funds (all: Southern Michigan Bank and Trust)

VII.a.1. Cash Management

VII.a.2. School Service Funds

VII.a.3. Trust and Agency Funds

VII.a.4. Sinking Fund Capital Projects

VII.a.5. Flex

VII.b. Check signature authorizations

VII.b.1. General Fund, Debt Retirement, Sinking fund, School Service Funds, Flex, Hot Lunch Fund (Asst. Bus. Mgr./Supt./Treasurer)

VII.b.2. Trust and Agency Funds

VII.b.2.a. High School Account (Asst. Bus Mgr./Supt./Treasurer, H.S. Secretary)

VII.b.2.b. Middle School Account (Asst. Bus. Mgr./Supt./Treasurer, M.S. Secretary)

VII.b.2.c. Elementary School Account (Asst. Bus. Mgr./Supt./Treasurer/E.S. Secretary)

VII.c. Designation of person for posting public notices of meetings (Supt. or designee)

VII.d. Designation of Official Publication of Meetings (website)

VII.e. Delegation of election duties

VII.e.1. The Secretary of the Board of Education has discretion to delegate election duties to a member of the district administrative staff. If duties are delegated, it must be recorded in the Board's minutes (Supt. Secretary)

VII.f. Person responsible for recommending investments (Business Manager)

VII.f.1. Investments (MILAF, Michigan MBIA)

VII.g. Approval of Annual Retainer Contracts

VII.g.1. Law Firm - Thrun Law Firm, P.C.

VIII. Consent Agenda

VIII.a. Approval of Minutes

VIII.a.1. Regular 11/17/2025

IX. Action Items

IX.a. Financials

IX.b. New Hire

IX.c. Policy Update

IX.d. Purchase of Two Transformers

The three attachments are quotes for the transformer needed for the bus project. There are three quotes that the village sought out from three companies that I think the village has worked with. One of them is for a new unit, the other two are used. The used one from T&R would be my recommendation and that of the village — and it is the cheapest.

IX.e. Movement of Electric Poles

IX.f. Electric Vehicle Charging Services Agreement

X. Discussion Items

X.a. Sex Education Advisory Board

X.b. Superintendent Evaluation Training - MASB

X.c. Sale of house at 410 South Street

X.d. Board Appreciation Month

XI. Information

XI.a. Calhoun Intermediate School District Board of Education Recognition Resolution

XI.b. Union City High School Class of 2026 Field Trip to Cedar Point, Sandusky, Ohio. May 21, 2026

XII. Public Comment

XII.a. Public Comments Statement

XIII. Board Roundtable

XIV. Adjournment

Union City Community Schools

School Service Fund

Combined Statement of Revenue and Expenditures Compared to Budget

For The Period Ending

January 31, 2026

	FOOD SERVICE			
	<u>Actual</u>	<u>Proposed Budget</u>	<u>Variance</u>	<u>% of Budget</u>
REVENUE:				
Local Sources	24,373	\$ 40,000	\$15,627	60.93%
State Sources	40,984	100,000	59,016	40.98%
Federal Sources	244,283	510,000	265,717	47.90%
INCOMING TRANSFERS				
TOTAL REVENUE	309,641	650,000	\$340,359	
EXPENDITURES:				
Salaries	109,092	190,000	(80,908)	57.42%
Employee Benefits	51,999	100,000	(48,001)	52.00%
Purchased Services	10,526	20,000	(9,474)	52.63%
Supplies & Materials	169,964	300,000	(130,036)	56.65%
Capital Outlay	132	-	132	
Other Expense	864	1,500	(636)	57.59%
Other Transactions	0	32,882		
			(268,924)	0.00%
TOTAL EXPENDITURES	342,576	644,382		
OUTGOING TRANSFERS				
TOTAL EXPENDITURES	342,576	644,382	(268,924)	0.00%
EXCESS REVENUE (EXPENDITURES)	(32,936)	5,618		
BEGINNING FUND BALANCE	12,279	12,279		
ENDING FUND BALANCE	(\$20,657)	\$17,897		

UNION CITY COMMUNITY SCHOOLS - TREASURER'S REPORT STATUS OF GENERAL, DEBT RETIREMENT, FOOD SERVICE, TRUST & AGENCY, AND SINKING FUNDS AS OF JANUARY 31, 2026			UNION CITY COMMUNITY SCHOOLS - TREASURER'S REPORT STATUS OF GENERAL, DEBT RETIREMENT, FOOD SERVICE, TRUST & AGENCY, AND SINKING FUNDS AS OF JANUARY 31, 2025		
Current Year			Prior Year		
Balance as of 12/31/2025			Balance as of 12/31/2024		
General Fund Cash Accounts	6,182,241		General Fund Cash Accounts	591,748	
Food Service Checking Accounts	16,127		Food Service Checking Accounts	10,157	
Trust & Agency Checking Accounts***	184,774		Trust & Agency Checking Accounts***	148,199	
SF Cash	19,293		SF Cash	266,914	
2023 Bond Account	637		2023 Bond Account	88	
Total Cash On Hand	\$6,402,435		Total Cash On Hand	1,017,019	
Current Month Activities			Prior Year-Current Month Activities		
		YTD Activities			
General Fund Revenue	1,806,093	10,661,320	General Fund Revenue	1,888,512	
Food Service Revenue	31,875	183,429	Food Service Revenue	49,375	
Trust & Agency Revenue	40,989	6,073	Trust & Agency Revenue	50,933	
SF Revenue	0	418	SF Revenue	38	
2023 Bond Revenue	0		2023 Bond Revenue	0	
Total Revenue	\$1,878,958	10,851,240	Total Revenue	1,988,858	
General Fund Expenses	1,314,696	7,567,291	General Fund Expenses	980,587	
Net Payroll	570,937	2,856,629	Net Payroll	537,365	
Food Service Expenses	23,954	183,124	Food Service Expenses	33,534	
Trust & Agency Expenses	52,377	6,275	Trust & Agency Expenses	28,721	
SF Expenses	5,786	574,399	SF Expenses	15,823.20	
2023 Bond Expense	-		2023 Bond Expense	-	
Total Expenses	\$1,967,750	11,187,718	Total Expenses	1,596,030	
Balance as of 1/31/2026			Balance as of 1/31/2025		
General Fund Cash Accounts	6,102,702		General Fund Cash Accounts	962,307	
Food Service Checking Accounts	24,048		Food Service Checking Accounts	25,998	
Trust & Agency Checking Accounts***	173,386		Trust & Agency Checking Accounts***	170,412	
SF Cash	13,507		SF Cash	251,129	
2023 Bond Account	637		2023 Bond Account	88	
Total Cash On Hand	\$6,313,643		Total Cash On Hand	1,409,846	

Union City Community Schools
 General Fund Statement of Revenue and Expenditure Compared to Budget
 For Period Ending January 31, 2026

	YTD ACTIVITY	CURRENT BUDGET	VARIANCE	PERCENT OF BUDGET
REVENUE				
Local Sources	467,504	\$ 1,506,619	(1,039,115)	31.03%
State Sources	5,055,242	10,837,528	(5,782,286)	46.65%
Federal Sources	0	277,580	(277,580)	0.00%
Other Financing Sources	244,478	580,000	(335,522)	42.15%
		32,000		
TOTAL REVENUE	5,767,225	13,233,727	(7,434,502)	
EXPENDITURES				
INSTRUCTION				
Basic Program	3,696,779	5,984,217	2,287,438	61.78%
Added Needs	1,418,000	2,187,418	769,418	64.83%
Total Instruction	5,114,779	8,171,635	3,056,856	
SUPPORT SERVICE EXPENSE				
Pupil	376,640	671,043	294,403	56.13%
Improvement Instructional Staff	75,768	197,729	121,961	38.32%
General Administration	281,697	405,899	124,202	69.40% Audit service payment-large part of budget
School Administration	458,467	764,880	306,413	59.94%
Fiscal Services	207,680	341,415	133,735	60.83%
Operation & Maintenance	925,233	1,192,461	267,228	77.59% District Security Updates-Covered by grants
Transportation	376,040	718,231	342,191	52.36%
Central Support	148,951	216,404	67,453	68.83% Pupil Accting Software renewal
Athletics	372,857	573,387	200,530	65.03%
Community Services	2,812	6,200	3,388	45.35%
Payments to Other Govt Units	1,753		(1,753)	0.00%
Site Improvement Services	1,180,870		(1,180,870)	0.00% 12d grant exp, revenue is in State Sources
Prior Period Adjustments	0		0	0.00%
Debt Service	35,975	36,159	184	0.00%
Fund Modification to Food Service		0	0	0.00%
Total Support Services	4,444,742	5,123,808	1,590,133	
TOTAL EXPENDITURES	9,559,522	13,295,443	4,646,989	
EXCESS REVENUE (EXPENDITURES)				
	(\$3,792,297)	(\$61,716)		
Non-spendable (inventory)	10,410	10,410		
Assigned (Capital Expenditures)	75,000	75,000		
Unassigned (Undesignated)	1,633,349	1,633,349		
BEGINNING FUND BALANCE	1,718,759	1,718,759		
ENDING FUND BALANCE	(\$2,073,538)	\$1,657,043		

Cassandra Rumsey
393 W. Chicago RD
Coldwater, MI 49036
crumsey@unioncityschools.org

February 3, 2026

Dr. Patrick McKerr & Union City Board of Education
Union City Community Schools

435 Saint Joseph Street

Dear Dr. McKerr & Board of Education,

After 28 years of teaching, I am writing to formally submit my retirement from my position at Union City Middle School, effective June 30, 2026. This decision has not come easily, as this school has been my second home for nearly three decades.

Teaching here has shaped my life in ways I never could have imagined when I first stepped into these hallways. It has been a privilege to watch countless students grow, discover their strengths, and find their voices. Those moments — the breakthroughs, the laughter, the challenges we worked through together — have shaped the teacher and the person that I am today.

I am deeply grateful for the colleagues who have become friends, mentors, and partners over the years. The support, collaboration, and shared commitment to our students have made these years truly special. I will carry those relationships and memories with me always, and what makes leaving so difficult.

I am grateful for the trust placed in me, the support I've received, and the countless memories that have made this building so meaningful. Leaving is bittersweet, but I know it is the right time for me to begin a new chapter.

Thank you for allowing me to be part of this community for so long. It has truly been an honor.

With appreciation,

Cassandra Rumsey

Seventh Grade ELA/Science Teacher

Union City Middle School