

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, March 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
Regular Meeting 2/16/2026
 - b. Special 2/23/2026
SERRT
 - c. Special 2/26/2026
Bids
- IV. Correspondence
 - a. Resignation Letter from Jeremy Steele
- V. Comments from the Audience of Agenda Items
 - a. Public Comments Statement

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 use of \$1,000 donation from Union City Rotary for High School Youth in Government.
 - b. Board Action to Approve Donations for Tornado Relief
Board Action is required to approve all donations over \$500 for the tornado relief efforts.
 - c. Financials
Board action is required to approve the financials for the month ending February 28, 2026.
 - d. Interviews for Board Vacancy and Appointment and Oath of Office for New Board Member
Board action is required to approve the selection of the new board member. This person will serve through December 31, 2026, to replace Jeremy Steele on the board.
 1. Tyler Burgett
 2. Toni Kircher

3. Kate Stanton

VII. Discussion Items

VIII. Information Items

a. Resignation letter from Laney Counterman

b. New Hires

1. Veronica (Ronnie) Wallen

Veronica (Ronnie) Wallen has been hired for the open position of Elementary Building Secretary. Ronnie started on February 24, 2026.

2. Bebecca Burns

Rebecca Burns has been hired for the open position of Assistant Prep Cook at the High School.

3. Samantha Wilcox

c. General Construction Update

Patrick McKerr will give an update on the construction project.

d. Update on the tornado response from Union Community Schools

Union City Community Schools counselors will give an update on our efforts to assist the victims of the tornado.

e. Over 50 Mile Field Trip

The Spanish Club is taking a field trip to Fort Wayne, IN

IX. Public Comment

a. Public Comment Statement

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

XI. Adjournment

This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in agenda items five (V) and nine (IX).

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the meeting or hearing, please contact, Rhonda Reese at 517-741-8091 at least one week prior to the meeting or as soon as possible.

Monthly Board Meeting

Monday, February 16, 2026 6:30 PM Eastern

High School Media Center

430 St. Joseph Street

Union City, MI 49094

Call to Order

President Amber Herman called the meeting to order at 6:30pm.

Jennifer Gautsche: Present
Amber Herman: Present
Darin LaBar: Present
Jeremy Steele: Present
Archie Mears: Present (6:35pm)
Andrew Yockey: Present
Paul Arlt: Absent

Pledge of Allegiance

Opening Statement

Addition or Deletion of Items to the Agenda

Consent Agenda

The Board of Education approves the consent agenda as presented. This motion made by Darin LaBar and seconded by Jeremy Steele, carried.

Jennifer Gautsche: Yea, Amber Herman: Yea, Darin LaBar: Yea, Jeremy Steele: Yea,
Andrew Yockey: Yea
Yea: 5 Nay: 0

Approval of Minutes

Regular 1/19/2026

Correspondence

Secretary, Jennifer Gautsche, read a thank you note from Kelly AcMoody.

Comments From the Audience on Agenda Items

None

Action Items

Board action is required to approve the financials for the month ending January 31, 2026.

The Board of Education approves the financials for the month ending January 31, 2025 as presented. The Motion, made by Darin LaBar and seconded by Andrew Yockey, carried.

Jennifer Gautsche: Yea, Amber Herman: Yea, Darin LaBar: Yea, Jeremy Steele: Yea,
Andrew Yockey: Yea, Archie Mears: Yea.
Yea: 6 Nay: 0

Donations to Union City High School for Therapy Dog.

The Board of education approves four financial donations over the amount of \$500 to be used for the High School Therapy Dog. The Motion, made by Jeremy Steele and seconded by Darin LaBar, was carried.

Jennifer Gautsche: Yea, Amber Herman: Yea, Darin LaBar: Yea, Jeremy Steele: Yea,
Andrew Yockey: Yea, Archie Mears: Yea.
Yea: 6 Nay: 0

Discussion Items

None

Information Items

C2AE and Christman Presentation – Steve Jurczuk and Andrew Dobbs spoke about the design, phasing and bids.

Career and College Coordinator – Stacy Guertler spoke about the career and educational programs and opportunities provided to our Kindergarten through Senior Students.

74b - Clean Bus Energy Grant – Patrick McKerr announced that Union City Schools had been awarded almost 480k in the final step of the Clean Bus Energy Grant.

Retirement of Cassandra Rumsey effective June 30,2026. – Cassandra Rumsey submitted a letter regarding her intention to retire effective June 30, 2026.

Public Comment

None

Board Roundtable

Cross Country / Community Walking Path- Patrick McKerr

Union City Food Club Update – Patrick McKerr

Potential Special Meeting Friday 2-27-26 – Patrick McKerr

Adjournment

The Board of Education adjourns the meeting. This motion, made by Darin LaBar and seconded by Jennifer Gautsche, carried.

Jennifer Gautsche: Yea, Amber Herman: Yea, Darin LaBar: Yea, Jeremy Steele: Yea,
Andrew Yockey: Yea, Archie Mears: Yea.

Yea: 6 Nay: 0

President Amber Herman adjourned the meeting at 7:43pm.

Superintendent Evaluation and Rater
Reliability Training
Monday, February 23, 2026 6:00 PM Eastern

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

Call To Order

President Amber Herman called the meeting to order at 6:00pm.

Jennifer Gautsche:	Present
Amber Herman:	Present
Darin LaBar:	Present
Jeremy Steele:	Absent
Archie Mears:	Present
Andrew Yockey:	Present
Paul Arlt:	Present

Pledge of Allegiance

Addition or Deletion of Items to the Agenda

Comments From the Audience on Agenda Items

Public Comments Statement

Action Item

Superintendent Evaluation and Rater Reliability Training

Public Comment

Public Comment Statement

Adjournment

The Board of Education adjourns the meeting. This motion made by Darin LaBar and seconded by Jennifer Gautsche, carried.

Darin LaBar: Yea, Jennifer Gautsche: Yea, Amber Herman: Yea, Andrew Yockey: Yea, Archie Mears: Yea. Paul Arlt: Yea.

Yea: 6 Nay: 0

Special Board Meeting
Thursday, February 26, 2026 6:30 AM Eastern

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

Call To Order

Vice President Darin LaBar called the meeting to order at 6:30am.

Jennifer Gautsche:	Present
Archie Mears:	Present
Darin LaBar:	Present
Paul Arlt:	Present
Jeremy Steele:	Present
Amber Herman:	Absent
Andrew Yockey:	Absent

Pledge of Allegiance

Opening Statement

Comments From the Audience on Agenda Items

Public Comments Statement

Action Items

Vote to Accept Pre-purchase Bid Package

The Board of Education approves the Bid Package of \$125,500. This motion made by Jeremy Steele and Seconded by Archie Mears, carried.

Jennifer Gautsche: Yea, Archie Mears: Yea, Darin LaBar: Yea, Paul Arlt: Yea, Jeremy Steele: Yea.

Yea: 5 Nay: 0

The Board of Education approves a Change Order for \$14,500. This motion, made by Jennifer Gautsche and seconded by Archie Mear, carried.

Jennifer Gautsche: Yea, Archie Mears: Yea, Darin LaBar: Yea, Paul Arlt: Yea, Jeremy Steele: Yea.

Yea: 5 Nay: 0

Public Comment

Public Comment Statement

Adjournment

The Board of Education adjourns the meeting. This motion, made by Jeremy Steele and seconded by Jennifer Gautsche, carried.

Jennifer Gautsche: Yea, Archie Mears: Yea, Darin LaBar: Yea, Paul Arlt: Yea, Jeremy Steele: Yea.

Yea: 5 Nay: 0

Vice President Darin LaBar adjourned the meeting at 7:00am.

From: Jeremy Steele <jeremy.steele@ymail.com>
Date: February 26, 2026 at 8:51:28 AM EST
To: Patrick McKerr <pmckerr@unioncityschools.org>
Subject: J. Steele - Resignation
Reply-To: Jeremy Steele <jeremy.steele@ymail.com>

Patrick,

Please accept this email as notification that I am resigning from my position on the Union City School Board, effective immediately, due to a relocation out of state.. It's been a pleasure working with you and everyone else on the board, and I wish you all the best.

Kind Regards,
Jeremy Steele

UNION CITY COMMUNITY SCHOOLS - TREASURER'S REPORT STATUS OF GENERAL, DEBT RETIREMENT, FOOD SERVICE, TRUST & AGENCY, AND SINKING FUNDS AS OF FEBRUARY 28, 2026			UNION CITY COMMUNITY SCHOOLS - TREASURER'S REPORT STATUS OF GENERAL, DEBT RETIREMENT, FOOD SERVICE, TRUST & AGENCY, AND SINKING FUNDS AS OF FEBRUARY 28, 2025		
Current Year			Prior Year		
Balance as of 1/31/2026			Balance as of 1/31/2025		
General Fund Cash Accounts	6,102,702		General Fund Cash Accounts	601,768	
Food Service Checking Accounts	24,048		Food Service Checking Accounts	28,924	
Trust & Agency Checking Accounts***	173,386		Trust & Agency Checking Accounts***	152,986	
SF Cash	13,507		SF Cash	263,397	
2023 Bond Account	637		2023 Bond Account	88	
Total Cash On Hand	<u>\$6,313,643</u>		Total Cash On Hand	<u>1,047,075</u>	
Current Month Activities			Prior Year-Current Month Activities		
		YTD Activities			
General Fund Revenue	2,614,683	13,276,003	General Fund Revenue	1,282,883	
Food Service Revenue	64,808	248,237	Food Service Revenue	51,092	
Trust & Agency Revenue	n/a	57,347	Trust & Agency Revenue	n/a	
SF Revenue	20,001	20,418	SF Revenue	128	
2023 Bond Revenue	0		2023 Bond Revenue	0	
Total Revenue	<u>\$2,699,492</u>	<u>13,602,005</u>	Total Revenue	<u>1,334,103</u>	
General Fund Expenses	1,254,513	8,821,803	General Fund Expenses	1,101,597	
Net Payroll	375,173	3,231,801	Net Payroll	380,049	
Food Service Expenses	63,845	246,969	Food Service Expenses	36,874	
Trust & Agency Expenses	n/a	35,038	Trust & Agency Expenses	n/a	
SF Expenses	19,001	593,400	SF Expenses	-	
2023 Bond Expense	-		2023 Bond Expense	-	
Total Expenses	<u>\$1,712,531</u>	<u>12,929,012</u>	Total Expenses	<u>1,518,520</u>	
Balance as of 2/28/2026			Balance as of 2/28/2025		
General Fund Cash Accounts	7,087,699		General Fund Cash Accounts	403,005	
Food Service Checking Accounts	25,011		Food Service Checking Accounts	43,142	
Trust & Agency Checking Accounts***	173,386		Trust & Agency Checking Accounts***	152,986	
SF Cash	14,507		SF Cash	263,524	
2023 Bond Account	637		2023 Bond Account	88	
Total Cash On Hand	<u>\$7,300,603</u>		Total Cash On Hand	<u>862,657</u>	

Union City Community Schools
 General Fund Statement of Revenue and Expenditure Compared to Budget
 For Period Ending February 28, 2026

	YTD ACTIVITY	CURRENT BUDGET	VARIANCE	PERCENT OF BUDGET	
REVENUE					
Local Sources	983,847	\$ 1,506,619	(522,772)	65.30%	
State Sources	6,482,202	10,837,528	(4,355,326)	59.81%	
Federal Sources	0	277,580	(277,580)	0.00%	
Other Financing Sources	244,478	580,000	(335,522)	42.15%	
		32,000			
TOTAL REVENUE	7,710,527	13,233,727	(5,491,200)		
EXPENDITURES					
INSTRUCTION					
Basic Program	4,211,384	5,984,217	1,772,833	70.37%	
Added Needs	1,635,105	2,187,418	552,313	74.75%	Add'l medical coverage enrollees
Total Instruction	5,846,489	8,171,635	2,325,146		
SUPPORT SERVICE EXPENSE					
Pupil	427,181	671,043	243,862	63.66%	
Improvement Instructional Staff	75,932	197,729	121,797	38.40%	
General Administration	300,900	405,899	105,000	74.13%	Audit service payment-large part of budget
School Administration	522,510	764,880	242,370	68.31%	
Fiscal Services	243,984	341,415	97,431	71.46%	
Operation & Maintenance	1,017,816	1,192,461	174,645	85.35%	District Security Updates-Covered by grants
Transportation	436,613	718,231	281,618	60.79%	
Central Support	159,187	216,404	57,217	73.56%	Pupil Accting Software renewal
Athletics	399,252	573,387	174,135	69.63%	
Community Services	2,812	6,200	3,388	45.35%	
Payments to Other Govt Units	6,362		(6,362)	0.00%	
Site Improvement Services	1,480,592		(1,480,592)	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	5,109,115	5,123,808	1,266,722		
TOTAL EXPENDITURES	10,955,604	13,295,443	3,591,868		
EXCESS REVENUE (EXPENDITURES)	(\$3,245,076)	(\$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	(\$1,526,317)	\$1,657,043			

Union City Community Schools

School Service Fund

Combined Statement of Revenue and Expenditures Compared to Budget

For The Peroid Ending

February 28, 2026

FOOD SERVICE					
	<u>Actual</u>	<u>Proposed Budget</u>	<u>Variance</u>	<u>% of Budget</u>	
<u>REVENUE:</u>					
Local Sources	32,251	\$ 40,000	\$7,749	81%	
State Sources	48,186	100,000	51,814	48%	
Federal Sources	288,974	510,000	221,026	57%	
INCOMING TRANSFERS		0	0		
TOTAL REVENUE	369,411	650,000	\$280,589		
<u>EXPENDITURES:</u>					
Salaries	127,252	190,000	(62,748)	66.97%	
Employee Benefits	61,453	100,000	(38,547)	61.45%	
Purchased Services	28,948	20,000	8,948	144.74%	Repairs of food Service equipment
Supplies & Materials	215,091	300,000	(84,909)	71.70%	
Capital Outlay	132	-	132		
Other Expense	899	1,500	(601)	59.92%	
Other Transactions	0	32,882			
TOTAL EXPENDITURES	433,775	644,382	(177,725)	0.00%	
OUTGOING TRANSFERS					
TOTAL EXPENDITURES	433,775	644,382	(177,725)	0.00%	
EXCESS REVENUE (EXPENDITURES)	(64,364)	5,618			
BEGINNING FUND BALANCE	12,279	12,279			
ENDING FUND BALANCE	(\$52,085)	\$17,897			

1. Why are you interested in serving on the school board?
2. What do you see as the role of a school board member?
3. What are the biggest challenges facing public education today?
4. What qualities, skills and experience would you bring to the board?
5. At times you may be caught between legitimately opposing points of view. There may be a difference between your personal point of view and the policy or law that you're required to uphold as a trustee. How will you handle this?
6. Are you willing to pursue the skills, the knowledge, and the training necessary to become a fully functioning and effective board member? Provide examples of how you might accomplish this.
7. In the challenging times that we're facing, why have you decided to be a part of the decision-making process?
8. After review and discussion on significant issues, the board operates by a majority vote. When the majority vote is different from your position how would you manage the situation?
9. How can a board know if its goals are being accomplished and its policies carried out?
10. How do you view the relationship between the board of education and the administration/staff?
11. Describe your response if a parent cornered you in the grocery store and asked for your support on a particularly hot issue.
12. Describe any experience you have had when working in a group to achieve a defined goal.

Tyler Burgett

March 6, 2026

Dr. Patrick McKerr
Union City Community Schools
430 St. Joseph St
Union City, MI 49094

Dear Superintendent, McKerr,

I am writing to express my interest in serving on the Union City Community Schools Board of Education. As a committed member of our community with a strong dedication to supporting quality education, I am eager to contribute my skills, experience, and energy to ensure that all students in our district have access to a safe, engaging, and effective learning environment.

I bring leadership experience, extensive volunteer work within the community, and a collaborative approach to problem-solving. I am particularly passionate about improving student resources, fostering inclusive education, supporting teachers, and strengthening community engagement. These priorities align closely with the district's mission. My family has been part of the Union City school community since the 1960s, and today, we proudly have ten children enrolled in UCCS, giving me a personal and vested interest in the success of our schools.

I would welcome the opportunity to serve on the school board, work alongside fellow members, and advocate for policies that benefit both students and educators. I am confident that my commitment to education, combined with my professional and community experience, will allow me to make meaningful contributions to the board's work.

Thank you for considering my application. I would be grateful for the opportunity to discuss my candidacy further at your convenience.

Sincerely,

Tyler Burgett

Tyler J. Burgett

Union City, MI

Education

Master of Social Work

University of Southern California / present

Master of Business Administration

Business Administration and Management /
University of Phoenix, 2020

Bachelor of Science

Business Management / American Military
University, 2016

Associates of Arts

Strategic Operations / Community College of
the Air Force, 2016

Professional Military Education

Backbone PME University, 2016
Non-Commissioned Officer Academy, 2015
Airman Leadership School, 2011

Professional Summary

A versatile and uniquely innovative operational leader adept at transforming ineffective and broken processes into streamlined and productive programs that benefit multiple layers of an organization. Operational subject matter expertise honed from a combination of experience and the pursuit of formal education. Provides a deep expertise on program management, business strategy, and change management. Servant leader, adept at identifying strengths of others and leveraging those strengths to achieve organizational goals. Masterful at reaching across multiple agencies and collaborating cross functionally to complete projects.

Professional Experience

Zero-Day LLC, Battle Creek, MI
Veteran Navigator

Nov 2025 – present

- Helps Veterans and their families access services, understand benefits, and navigate complex systems such as healthcare, housing, employment, and mental health support. Guide Veterans through available resources and ensure they receive the help they need.
- Advocated for veterans to ensure timely access to services and removal of barriers. Provide peer support and mentorship, leveraging personal understanding of military culture. Coordinate care with healthcare providers, social workers, and community organizations. Identified and connected veterans in crisis to immediate resources, including mental health and emergency support.

Operational Postured Security Alliance, Boise, ID
Northern Strike Plans Group JTAC Contractor

Sep 2023 – Nov 2025

- Coordinates with Alpena CRTC and Camp Grayling Operations to facilitate training of the maneuver, fire support, and CAS elements. Responsible for integration, interoperability, and interdependence of the Joint, Combined and Coalition Force with respect to CAS operations and air support to the land component commander.
- Directs and coordinates multi-level echelon field training exercises, instructs and observes JPUB 3-09.3 and JFIRE procedures to US and NATO ally JTAC (SOF) units during LIVE fly Close Air Support scenarios on Grayling Aerial Gunnery Range and local MOAs.

Core Competencies

Servant Leadership
Cross Functional Collaboration
Process Improvement
Training & Development
Long/Short Range Planning
Mentoring & Coaching
Operational Metrics & Reporting
Analysis & Evaluation
Human Resource Management
Program Management
Relationship Building
Change Management
Professional Instruction
Microsoft Office

Deployments

Afghanistan x3
Iraq
Korea

Individual Medals

Bronze Star Medal x1
Combat Action Medal x1
Army Commendation Medal x5
Air Force Commendation Medal x2
Air Force Achievement Medal x2
Army Achievement Medal x2

Thales Defense & Security Inc., Clarksburg, MD
Field Service Representative / Program Manager

Jan 2023 - Sep 2023

- Served at the foremost technical expert on tactical radios, demonstrating unparalleled expertise in product functionalities and applications. Conducted comprehensive analyses to identify potential clients and market opportunities, compiling detailed reports to inform strategic decision-making. Developed and executed revenue targets aimed at surpassing forecasted figures, aligning with customer needs and organizational objectives.
- Facilitated real-time on the ground communication to engineering team to provide ongoing updates on product performance and software bugs ensuring end-users concerns and feedback are promptly addressed. Acted as liaison between internal teams, leveraging timely updates to drive continuous improvements.

Valkyrie Aero LLC, Mesa, AZ
Business Development / Program Management

Sep 2018 - Dec 2022

- Boosted company revenues by \$3.5M annually, by developing and networking current and future Air Force Special Warfare relationships, marketing initiatives and finding opportunities through government databases. Conducted thorough cost-benefit analyses for both existing and prospective customers, enabling informed decision-making and optimizing sales strategies. Leveraged established contacts and nurtured positive business relationships to cultivate long-term partnerships.
- Responsible for overseeing company public interactions by implementing content strategies. Duties include analyzing engagement data, customer interactions and planning digital campaigns. Responsible as lead Joint Terminal Attack Controller & Mission Sensor Operator for overseeing research and development of usable airborne systems, multi-sensor, multi-spectral, electro-optic and infrared targeting systems and software plugins and accessories. Assisted the Air Force Research Lab with the development of Raptor-X software and end user devices.

Glenair Inc., Glendale, CA
Field Service Engineer / Program Manager

Jan 2020 - Jun 2020

- Collaborated closely with Special Operations units to understand their unique needs and operational challenges, driving the development and customization of wearable technologies to enhance mission effectiveness and operational efficiency. Built market position for the integrated soldier multiport USB data / power distribution HUB line by utilizing contacts developed from military service.
- As subject matter expert provided crucial support to engineering department in the development and design phases of various digitally aided close air support smart hubs and wearable kits. Assisted in the innovation of wearable kit operability and combat mission readiness to multiple Tier 1 Special Operations Teams.

The Vidar Group LLC, Grand Forks, ND
Technical Training Instructor

Mar 2019 - Sep 2020

- Managed customer-required training and ground operational techniques, procedures, and training programs to support high-level government agencies and NATO forces. Expertly developed, managed, and executed highly complex operations such as search and rescue operations, unmanned aerial system flight operations, and remotely piloted aircraft training.
- Instructed 160 hours of basic fundamentals through advanced employment of close air support, air integration and airspace management tactics, techniques and procedures. Assessed pre-deployment evaluation requirements for 12 deploying General Atomics remotely piloted aircraft aircrews.

**19th Air Support Operations Squadron, Clarksville, TN
Chief of Standards and Evaluations**

Aug 2016 - Jun 2018

- Managed and coordinated a wide variety of administrative services overseeing 100 joint terminal attack controller's folders consisting of over 10,000 documents. Tracked and reported evaluation and testing trends to commander in accordance with Joint Publication 3-09.3 Close Air Support.
- Served as the squadron's special operations liaison to the 5th Special Forces Group and 160th Special Operations Aviation Regiment. Managed a \$950k budget dedicated to meeting and maintaining Tactical Air Control Party members' currencies and operational readiness training requirements in accordance with Air Force regulations.

**607th Air Support Operations Group, Osan AB, ROK
Operations Training Manager**

Jul 2015 - Aug 2016

- Managed operational readiness training of over 220 personnel, 4 squadrons and \$13M in equipment while supporting the Republic of Korea. Lead Non-Commissioned Officer on 3 Joint Chiefs of Staff level Exercises. Group JTAC Instructor of record responsible for developing and implementing all JTAC requalification's and training.
- Spearheaded the NATO JTAC certification program for the Korean Air Force JTACs, serving as the primary JTAC Instructor for the Group. Played pivotal role in certifying the "First Five JTACs" in the history of the ROK Air Force program, instructed over 200 CAS hours demonstrating leadership training and qualification expertise.

**10th Air Support Operations Squadron, Ft Riley, KS
Chief JTAC Instructor / Unit Deployment Manager**

Jun 2011- Jul 2015

- Managed squadron JTAC program consisting of 100 JTAC folders consisting of thousands of documents. Provided hundreds of hours of classroom and in the field instruction to newly certified members, provided training outlines and programs to capture and adhere to Air Force Instruction and doctrine maintaining squadron readiness levels.
- Oversaw squadron readiness account and deployment of logistical items and equipment of over 140-unit members. Responsible for the Analyzed quarterly procedural functions and processes used to identify negative and positive trends; established hands-on training to provide solutions to squadron management. Responsible for the accurate accountability of the Status of Resources and Training System.

**3rd Air Support Operations Squadron, JBER, AK
JTAC / Unit Fitness Manager**

Oct 2006- Jun 2011

- Expertly provided Army Battalions with planning, coordinating, and execution of the integration of joint fires in support of the land component commanders. Integrate air combat resources and surface fires into the ground scheme of maneuver, enabling dynamic synergetic, and lethal firepower on the battlefield.
- Managed squadron fitness records; compiled & maintained database and spreadsheets for commander. Designed and executed workout training programs for members cutting failure rates 100% over three years.

**342nd Air Education and Training Squadron, Lackland AFB, TX
Combat Control Team & TACP Training pipelines**

May 2005- Oct 2006

- Trained in survival, evasion, resistance, and escape, underwater egress, open water survival, airborne & air assault operations, air traffic control, radio communication, small arms proficiency, close quarter battle, close air support, joint fires integration, long distance communications, satellite and global positioning systems, aircraft capabilities, demolitions and land navigation. High emphasis in leadership, followership, teamwork, motivation, risk management, and mitigation.

3/8/26

Union City School Board

Dear Dr. Mckerr and board members,

My name is Toni Kircher, I am writing to express my intent in the open position on the Union City school board.

I am a nurse/teacher assistant at Jackson County ISD, a parent of a student in UC community schools, while also having a child in special education. I view student wellness as a foundation for learning, kids can't succeed academically if their health needs are not being met. Working in a special education environment has reinforced the need for individualized supports that address both medical and behavioral needs. This perspective is shaped by both my professional experience as a nurse and personal experience as a parent of a child with disabilities, which gives me insight into how policies impact families directly.

Working closely with parents, staff, and administration has given me a practical understanding of how decisions impact students, classrooms, and families while maintaining fiscal responsibility.

I have firsthand experience with IEP processes both professionally and personally. Supporting students in a special education setting, while also navigating as a parent has given me a well rounded understanding of how important communication, advocacy, and collaboration are to ensure students needs are being met.

I believe that student safety, equity, and strong partnerships should guide board based decisions with policies that support real-life needs. I deeply care about our district and want to contribute in a meaningful way. I am excited about the possibility of bringing my unique skills and experiences to the school board.

Thank you for your consideration.

Toni Kircher

Kate Stanton

I am writing to express my interest in being considered for the vacant seat on the Union City Schools Board of Education. As a Union City graduate and community member, I am committed to positively supporting Union City Schools students, education staff, and community.

I am currently a school Social Worker at Bronson Community Schools. Through this experience I have a unique perspective as a potential board member. My professional experience is assisting, advocating and supporting students, educators, and family members in the school environment. While working in a school I have gained insight and understanding on school operations, policies and future movements for public education.

My goal in seeking this seat is to have further positive involvement in my community. I look forward to the possibility of collaborating with the other team members to positively impact the students, staff, school and community.

Thank you for your time and consideration, please reach out if you have any questions.

Laney Counterman

Resignation Letter

606 N Park St Union City, MI 49094

(517)617-2413

January, 16 2026

Dear, Michael Bates,

I am writing to formally resign from my position as Building Secretary at Union City Elementary, effective February, 13th 2026 in accordance with my working contract. After much consideration and reflection, I have made the difficult decision to move on from my current role.

I want to express my sincere gratitude for the opportunities, experiences, and support that i have received during my time at Union City Elementary. I am extremely grateful for this opportunity and to have worked with such a dedicated and compassionate team.

I am committed to ensuring a smooth transition during my remaining time with UCE. I am available to assist in training my replacement, completing necessary documentation, and providing support to my colleagues as needed.

Leaving Union City Elementary is not an easy decision, but I believe it is the right step for me at this time.

Thank you for your understanding and support during this transition period. I wish you continued success and growth in the future.

Sincerely,

Laney Counterman



UNION CITY ELEMENTARY SCHOOL

601 Walnut Street
Union City, MI 49094
517-741-8191
Fax:517-741-8415

Principal: Michael Bates
mbates@unioncityschools.org

Secretary: Veronica Wallen
vwallen@unioncityschools.org

February 23, 2026

Dear Union City Community Schools Board of Education Members,

Please accept this letter as a formal recommendation for the hire of Veronica Wallen for the position of Elementary Secretary. I am pleased to recommend Veronica for this role, as she brings a strong connection to our community and a commitment to supporting our students, staff, and families.

As a Union City graduate, Veronica has a deep understanding of the traditions and values that make our district special. Her pride in this community is evident through her continued involvement in our schools, particularly as an active member of the Union City PTO. Through her volunteer efforts, she has demonstrated a willingness to step in, help where needed, and contribute positively to the school environment.

In addition to her PTO involvement, Veronica has spent several months volunteering in our school library, where she has supported students and staff while helping create a positive learning environment. Her time in the library has allowed her to build relationships with students and gain firsthand experience working within our school setting.

Again, it is with great pleasure that I recommend Veronica Wallen for the Elementary Secretary position. I am confident that her dedication to our school, her involvement with our families, and her strong community ties will make her a valuable addition to our Union City Elementary team.

Sincerely,
Mr. Michael Bates



Union City Community Schools

430 St. Joseph Street
Union City, MI 49094
jthomas@unioncityschools.org
Ph: 517.741.5381
Fax: 517.741.8513

Jamie Thomas
Principal

March 12, 2026

Dear Members of the Board of Education,

It is with great excitement and confidence that I recommend the following candidate for employment at Union City Middle School:

Mrs. Samantha Wilcox - Secondary Functional Classroom Paraprofessional

Included with this letter are the candidates' resume/employment information.

Mrs. Wilcox comes to us with tremendous amount experience working with children. She missed working with children as she worked in the private sector for several years. She brings a strong passion and love for developing relationships with students. Mrs. Wilcox has a positive mindset, excited to work with children, and eager to be a part of the Union City Middle School team.

After interviews and checking references, it is without hesitation I recommend Mrs. Wilcox for the open paraprofessional position at Union City Middle School.

Best regards,

A handwritten signature in black ink that reads "Jamie Thomas". The signature is written in a cursive, flowing style.

Jamie Thomas

FIELD TRIP REQUEST FORM

Teacher: Ormsby, Erin School/Class: Spanish Club

Request Date: 3/10/26 Trip Date: 4/25/26 Destination: Fort Wayne, IN

Number of Students: ~15 Number of Staff/Chaperones: 3

Purpose of Trip: Experience a new Latin-American cuisine (Nicaraguan) and do some enjoyable end-of-the-year activities.

Course of Study: Spanish Culture Fee(s): \$50 per student.

Specific Learning Objectives to be Accomplished:

Students will try food from Nicaragua - a cuisine that is not commonly found around our area. This will expose students to a less familiar Spanish-Speaking culture.

~~Identify Behaviors that will Confirm Achievement of the Learning Objectives:~~

N/A } In addition to visiting the Nicaraguan restaurant (El Gallo Pinto), students will participate in an Escape Room and the

~~Course Objectives Related to the Learning Objectives:~~ Fort Wayne Game Show Experience.

N/A } We are looking to use a school bus - leaving at 9:00 a.m. and returning by 9:00 p.m.

Pre-Trip Lessons/Activities to be Done in the Classroom:

N/A