

May 14, 2026 - Regular Board Meeting

Thursday, May 14, 2026 5:00 PM

Mill Creek Academy Library, 9039 Old State Hwy 72, Williamsburg, MI 49690

I. CALL TO ORDER: ROLL CALL/PLEDGE OF ALLEGIANCE

Board of Education:

President Kwin Morris
Vice President Kaitlyn Pasik
Secretary Kyle Arnold
Treasurer Carey Tafelsky
Trustee Lorraine Berak

Central Staff:

Principal Nate Plum
Executive Assistant Kortni Huron

II. CHANGES AND ADDITIONS TO THE AGENDA:

III. CONSENT AGENDA:

APPROVAL OF MINUTES

- April 9, 2026 - Regular Meeting Minutes

IV. APPROVAL OF BILLS

- General Fund - \$43,312.66

V. DONATIONS

VI. COMMUNICATIONS FROM THE PUBLIC ON ANY TOPIC:

Time limitations: Fifteen minutes per item,
three minutes per speaker per item.

VII. DISCUSSION ITEMS:

- K-12 Literacy/Dyslexia Law
- Summer School Update
- Marketing Update
- Parent Survey
- Board Financial Report

VIII. ACTION ITEMS:

VIII.A. 31-26 APPROVAL OF 2026 SUMMER SCHOOL

RESOLVED: That the 2026 Summer School Plan be approved as presented.

VIII.B. 32-26 APPROVAL OF 2026-2027 DISTRICT CALENDAR

RESOLVED: That the 2026-2027 District Calendar be approved as presented.

IX. PRINCIPAL REPORT:

- NWEA/M-STEP Testing Windows
- Field Day
- Retirement Update
- Kindergarten Screening Day
- Transitional Kindergarten Update

X. CORRESPONDENCE TO AND FROM THE BOARD OF EDUCATION:

XI. SCHEDULED ACTIVITIES/FUTURE MEETINGS:

- May 15, 2026 - Field Day
- May 25, 2026 - No School, Memorial Day
- June 5, 2026 - Last 1/2 Day of School

- June 11, 2026 - Regular Board Meeting

XII. ADJOURNMENT:

April 9, 2026 - Regular Board Meeting
Thursday, April 9, 2026 5:00 PM Eastern

Mill Creek Academy Library
9039 Old State Hwy 72
Williamsburg, MI 49690

Kyle Arnold: Present
Lorraine Berak: Present
Kwin Morris: Present
Kaitlyn Pasik: Present
Carey Tafelsky: Present
Present: 5.

I. CALL TO ORDER: ROLL CALL/PLEDGE OF ALLEGIANCE

Board of Education:

President Kwin Morris

Vice President Kaitlyn Pasik

Secretary Kyle Arnold

Treasurer Carey Tafelsky

Trustee Lorraine Berak

Central Staff:

Principal Nate Plum

Executive Assistant Kortni Huron

II. CHANGES AND ADDITIONS TO THE AGENDA:

III. CONSENT AGENDA:

APPROVAL OF MINUTES

- March 12, 2026 - Regular Meeting Minutes

APPROVAL OF BILLS

- General Fund - \$16,033.23

DONATIONS

None

To approve the Consent Agenda as presented. This motion, made by Carey Tafelsky and seconded by Kaitlyn Pasik, Carried.

Kyle Arnold: Yea, Lorraine Berak: Yea, Kwin Morris: Yea, Kaitlyn Pasik: Yea, Carey Tafelsky: Yea

Yea: 5, Nay: 0

IV. COMMUNICATIONS FROM THE PUBLIC ON ANY TOPIC:

Time limitations: Fifteen minutes per item, three minutes per speaker per item.

None.

V. ACTION ITEMS:

V.A. 28-26 APPROVAL OF MANER COSTERISAN SERVICES CONTRACT

RESOLVED: That the contract for Maner Costerisan services contract be approved, as presented.

To approve the resolution as presented. This motion, made by Lorraine Berak and seconded by Kyle Arnold, Carried.

Kyle Arnold: Yea, Lorraine Berak: Yea, Kwin Morris: Yea, Kaitlyn Pasik: Yea, Carey

Tafelsky: Yea

Yea: 5, Nay: 0

V.B. 29-26 APPROVAL OF ENGAGEMENT AND FEE AGREEMENT WITH MCNEIL & ASSOCIATES

RESOLVED: That the Engagement and Fee Agreement with McNeil & Associates, P.C. be approved, as presented.

To approve the resolution as presented. This motion, made by Kyle Arnold and seconded by Lorraine Berak, Carried.

Kyle Arnold: Yea, Lorraine Berak: Yea, Kwin Morris: Yea, Kaitlyn Pasik: Yea, Carey

Tafelsky: Yea

Yea: 5, Nay: 0

V.C. 30-26 APPROVAL OF OPEN ENROLLMENT WINDOW

RESOLVED: That the Open Enrollment window be approved from May 4 to June 10, 2026, for all grade levels at Mill Creek Academy.

To approve the resolution as presented. This motion, made by Carey Tafelsky and seconded by Kaitlyn Pasik, Carried.

Kyle Arnold: Yea, Lorraine Berak: Yea, Kwin Morris: Yea, Kaitlyn Pasik: Yea, Carey

Tafelsky: Yea

Yea: 5, Nay: 0

VI. DISCUSSION ITEMS:

- Teacher Retirement
- Transitional Kindergarten Update
- Teacher Retirement - Susan Flores officially notified the district of her retirement at the end of the year. Elk Rapids Schools will approve on Monday night.
- Transitional Kindergarten Update - Bryan McKenna notified the board that Kindergarten enrollment is currently around 30 students. The Kindergarten Experience Day and the Kindergarten Screening Day will help determine if there is a need for Transitional Kindergarten this year.

VII. PRINCIPAL REPORT:

- M-STEP & NWEA Update
- Variety Show
- Teacher Observations
- Spring Update

- March Is Reading Month Update

Kwin Morris read Nate Plum's prepared report, as Nate was excused from this meeting.

- We are entering our M-Step window, and right after our NWEA spring window
 - We will officially start M-Step on April 21st with 4th Grade
 - 5th Grade is the tough one with 4 tests for M-Step, then turning right around and doing NWEA (an additional 2 tests).
 - Scheduling is the hard part of the process to avoid overwhelming our kids.
- MCA variety show is on Friday evening at Peterman Auditorium at 6 pm
 - 22 acts on the list
 - Brooke Bridges is our director
- I'm busy doing final teacher observations.
 - I've really watched some strong lessons, which in turn shows the high level of teachers we have at Mill Creek!
- Spring has hit, and it's nice to be able to shuttle kids outside without snowpants
- March is reading month, wrapped up with a closing assembly (Wednesday).

VIII. CORRESPONDENCE TO AND FROM THE BOARD OF EDUCATION:
None.

IX. SCHEDULED ACTIVITIES/FUTURE MEETINGS:

- April 10, 2026 - Variety Show
- May 1, 2026 - 1/2 Day for Students, PM Staff PD
- May 6, 2026 - Kindergarten Experience Day
- May 12, 2026 - Kindergarten Screening Day
- May 14, 2026 - Regular Board Meeting

X. ADJOURNMENT:

To adjourn at 5:49 p.m. This motion, made by Lorraine Berak and seconded by Kyle Arnold, Carried.

Kyle Arnold: Yea, Lorraine Berak: Yea, Kwin Morris: Yea, Kaitlyn Pasik: Yea, Carey Tafelsky: Yea

Yea: 5, Nay: 0



Check Register

Mill Creek Academy

Bank Account AP, From 04/01/2026 to 04/30/2026

Check #	Date	Run	Type	Status	Vendor	Name	Invoice Description	Amount
001187	04/07/2026	AP	Check	Open	000030	ESS Midwest, Inc.	4/10/26	3,409.20
001188	04/07/2026	AP	Check	Open	000032	Ricoh	MCA Copier	133.71
001189	04/10/2026	AP	Check	Open	000078	Oliver and Company Property S..	Snow Removal	2,200.00
001190	04/15/2026	AP	Check	Open	000045	Axiom Services	March 2026	5,792.60
001191	04/15/2026	AP	Check	Open	000009	Chalk, Naomi	reimburse MACUL	361.10
001192	04/15/2026	AP	Check	Open	000003	Jane Bruso	Reimburse teaching supplies	94.25
001193	04/15/2026	AP	Check	Open	000085	Jeannie Send	Reimburse Teaching Supplies	299.16
001194	04/15/2026	AP	Check	Open	000086	Jennifer Drewanz	Reimburse MACUL	115.24
001195	04/15/2026	AP	Check	Open	000004	Jennifer Haggerty	Reimburse Library and MIRM Supplies	234.82
001196	04/15/2026	AP	Check	Open	000047	Lewis Bunting	Reimburse MACUL	334.19
001197	04/15/2026	AP	Check	Open	000063	MASB	2026 Boardbook contracts	3,000.00
001198	04/15/2026	AP	Check	Open	000043	Quarkmine, LLC	Registration scheduled payment 2026	20,000.00
001199	04/22/2026	AP	Check	Open	000083	Chloe Marie Media LLC	MCA Social Media Content Creation	44.91
001200	04/22/2026	AP	Check	Open	000030	ESS Midwest, Inc.	4/24/26	765.33
001201	04/22/2026	AP	Check	Open	000019	X-Cel Chemical Specialties Nort..	custodial Supplies	374.70
001202	04/29/2026	AP	Check	Open	000045	Axiom Services	April Janitorial	5,266.00
001203	04/29/2026	AP	Check	Open	000002	Grand Traverse Band	12/31/25-3/31/26	768.35
001204	04/29/2026	AP	Check	Open	000032	Ricoh	MCA printer	119.10
Total of All Checks								43,312.66
Less Voids								0.00
Grand Total								43,312.66

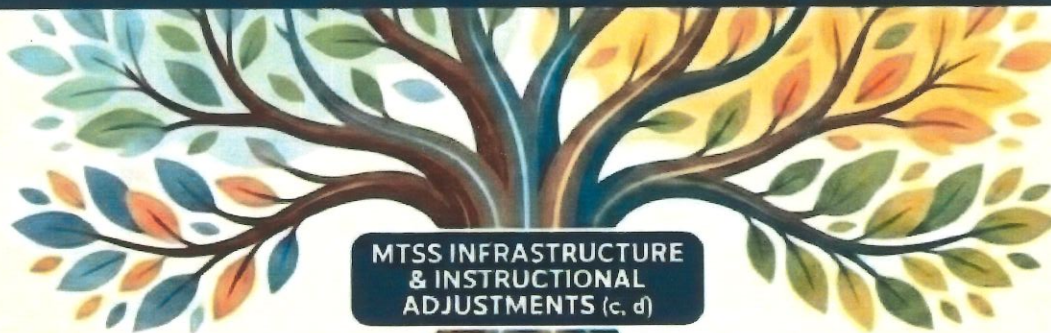
Check Summary

Check Status	Count	Amount
Open	18	43,312.66
Cleared	0	0.00
Void	0	0.00
Total	18	43,312.66

MICHIGAN K-12 LITERACY & DYSLEXIA LAW: PROFESSIONAL LEARNING REQUIREMENTS & PATHWAYS (BY 2027-2028)

(a) DYSLEXIA CHARACTERISTICS & RISK FACTORS
Decoding Difficulties & Underlying Causes.

(b) SECONDARY CONSEQUENCES
Comprehension, Vocabulary, Social-Emotional Impact.



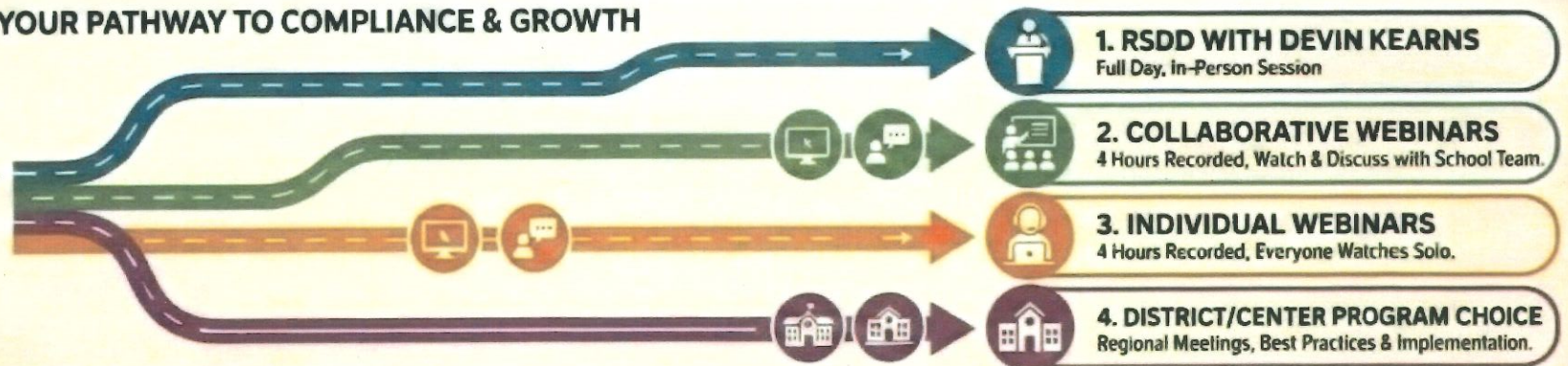
(e) TARGETED INTERVENTIONS
Evidence-Based, Structured Literacy for Dyslexia.

(f) GENERAL INTERVENTIONS
Evidence-Based, Structured Literacy for All Pupils.

SCIENCE OF READING & STRUCTURED LITERACY (Foundation)

CHOOSE YOUR PATHWAY TO COMPLIANCE & GROWTH

DISTRICT CHOICE



Parent Perception Survey

Parent Trust in School-(PTS-Scale)

The STS-Scale is a 10-item Likert questionnaire that measures parents' trust in the school. The scale is administered to parents to describe their trust in their children's school and scored along an eight-point scale from 1 (strongly disagree) to 8 (strongly agree); the higher the score, the greater the trust in the school.

Parent Trust

Trust is an individual's or group's willingness to be vulnerable to another party based on the confidence that the latter party is benevolent, reliable, competent, honest, and open. Thus, vulnerability, benevolence, reliability, competence, honesty, and openness characterize the measures of parent trust.

Directions: The items below permit a range of responses from one extreme on the left (strongly disagree) to the other extreme on the right (strongly agree). Please indicate how you feel about your child's school by filling in one circled number in each row. Circled numbers close to the 1 or 8 suggest more intense feelings.

Questions:

1-Strongly Disagree, 2, 3, 4, 5, 6, 7, 8-Strongly Agree

1. The school always does what it is supposed to.
2. This school keeps me well informed.
3. I really trust this school.
4. Kids at this school are well cared for.
5. This school is always honest with me.
6. This school does a terrific job.
7. This school has high standards for all kids.
8. This school is always ready to help.
9. I never worry about my child when he/she is there.
10. At this school, I know I'll be listened to

Open-Ended:

What things does this school do that we should celebrate? What are you most proud of?

What are the opportunities for improvement? What needs our attention?



Board of Education Finance Report

Financial Highlights

Thursday, May 14, 2026

Significant Accounts Payable Paid (All Funds)			Total Accounts Payable Paid by Fund		
Amount	Vendor	Description	\$		
			42,778.68	11	General Fund
\$5,792.60	Axium Services	March 2026 Janitorial	533.98	29	School Activities
\$5,266.00	Axium Services	April 2026 Janitorial			
\$20,000.00	Quarkmine LLC	Robotics Registrations			
			\$ 43,312.66		Total bills to be ratified
Significant Revenues Received:					
Amount	Vendor	Description	Total Deposits by Fund		
\$266,050.00	Elk Rapids Schools/State Of Michigan	March 2026 State Aid			
\$242,258.68	Elk Rapids Schools/State Of Michigan	April 2026 State Aid	\$536,449.23	11	General Fund
\$19,899.38	Northwest Education Services	31N Grant	0.00	29	School Activities
\$11,240.74	Northwest Education Services	Medicaid 2024/2025 Initial Settlement			
			\$ 536,449.23		Total Deposits



General Fund						
2025-2026			04/30/26		04/30/25	
Adopted Budget	Amended Budget	% of Budget	Fiscal-To-Date		Last Year Fiscal-to Date	
REVENUES						
Local Revenues	\$ -	\$ 10,500	0.37%	\$ 13,191	125.63%	\$ 2,107
State Revenues	2,506,501	2,545,563	90.12%	1,774,598	69.71%	1,330,288
Federal Revenues	35,108	31,542	1.12%	22,665	71.86%	-
Received from Other Districts/ISD	71,102	500	0.02%	31,740	6348.00%	-
Other Revenues/Transfer From ERS		236,573	8.38%	162,797	68.81%	-
A - Total Revenues	\$ 2,612,711	\$ 2,824,678	100.00%	\$ 2,004,991	70.98%	\$ 1,332,395
EXPENDITURES						
Instruction						
Basic	1,580,739	\$ 1,710,752	65.92%	\$ 1,061,695	62.06%	\$ 1,019,583
Added Needs	177,962	183,848	7.08%	97,057	52.79%	197,006
Support Services						
Pupil Support Services	85,160	70,825	2.73%	38,776	54.75%	57,240
Instructional Support Services	132,629	117,728	4.54%	13,514	11.48%	18,909
General Administration	91,269	38,904	1.50%	37,969	97.60%	14,204
School Administration	269,628	272,489	10.50%	110,516	40.56%	143,246
Business Services	6,220	-	0.00%	(17)	0%	-
Operation & Maintenance	266,274	185,836	7.16%	123,781	66.61%	212,156
Pupil Transportation	-	-	0.00%	-	0%	-
Other Central Services	2,830	13,380	0.52%	13,380	100.00%	-
Athletic Activities	-	-	0.00%	-	0%	-
Community Activities	-	-	0.00%	(1,560)	0%	2,330
Payments to Other Schools/Other Transactions	-	1,400	0.05%	2,195	156.79%	-
B - Total Expenditures	\$ 2,612,711	\$ 2,595,162	100.00%	\$ 1,497,306	57.70%	\$ 1,664,674
Revenues Over(Under) Expenditures (A - B)	\$ -	\$ 229,516		\$ 507,685		\$ (332,279)
C - Other Transactions						
Sale of Capital Assets	-	-		-		-
Transfers In/(Out)	-	-		-		-
Transfer to MCA	-	-		-		-
Net Change in Fund Balance	-	\$ 229,516		507,685		(332,279)
FUND BALANCE						
D - Prior Year Ending Fund Balance	\$ 54,567	\$ 54,567	AUDITED	\$ 54,567	AUDITED	
Ending Fund Balance, Budgeted (A-B+C+D)	\$ 54,567	\$ 284,083		\$ 562,252		
Less: Non-Spendable/Assigned Funds						
Non-Spendable, Prepaid Expenditures	-	-		-		
Unassigned, Fund Balance	\$ 54,567	\$ 284,083		\$ 562,252		
	2.1%	10.9%				

Board Finance Report

Fiscal Year 2025 - 2026

Budget Category Explanations

Basic Programs

Teacher & Aide salary and benefits
Instructional software
Academics tool including classrooms and supplies & tools
Teacher travel
Student Enrichment for arts, drama, music

Added Programs Includes

Special Education Teacher & Aide salary and benefits
Instructional software
Academics tool including classrooms and supplies & tools
Teacher travel
Student Enrichment for arts, drama, music

Pupil Support Services

Includes services not directly related to the core curriculum of instructions
Guidance Counselor

Instructional Staff

Professional Development
Library

General Administration

Minimal payment to board members
Payments for legal, audit and election services

School Administration

All costs associated with Principal, administrative assistants
Travel, supplies

Business

Business Services
Summer Tax Collection Fees

Operations & Maintenance

Custodial
Operations

Transportation

Transportation Director, Mechanic, Bus Fleet
Mechanic
Bus Fleet

Central Services

Technology Coordinator
Connectivity

Athletic Activities

Athletic Director
Coaches
Officials
Athletic Expenses

Community Services

Auditorium Director
Sunshine Club

Outgoing Transfers and Other Transactions

Transfer to Other Funds

Mill Creek Academy
BOARD OF EDUCATION MEETING
May 14, 2026

ACTION ITEM: 2026 Summer School Plan

FOR ACTION:

Mill Creek Programming:

Mill Creek Academy will be offering summer school for elementary students in the summer of 2026. This year's program will be funded through 31a grants. Summer School will be in session on Tuesdays, Wednesdays, and Thursdays for 5 weeks at the elementary and middle school levels. Class time will be approximately 8:15 am to 12:15 pm. Specific dates are yet to be determined

Program Budgeting will be as follows:

- Two Teachers - Chalk, Send
 - 17, 5-hour class days and one day before/after program
 - Hourly Rate of \$37/hr
 - Total Salary/Benefits: \$8,680
- One Teacher/Site Supervisor - Lewis Bunting
 - 17, 5-hour class days and one day before/after program
 - Hourly Rate of \$43/hr
 - Total Salary/Benefits: \$5,045
- One Paraprofessional - Possibly Loraine Steinbarger
 - 15, 5-hour class days
 - Hourly Rate \$20/hr
 - Total Salary/Benefits: \$1,865
- Supplies:
 - 3 Classrooms at \$100 each
 - Total \$300

RECOMMENDATION:

The administration is recommending that the Board of Education adopt the 2025 Summer School Plan as illustrated above.

Dates:

June 23,24,25

June 30, July 1, 2

Week Off

July 14,15,16

July 21, 22, 23

July 28, 29, 30

MILL CREEK ACADEMY | 2026-2027 CALENDAR DRAFT

JULY 2026						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

JANUARY 2027						
S	M	T	W	Th	F	S
					X	2
3	4	5	6	7	8	9
10	11	12	13	X	X	16
17	X	19	20	21	22	23
24	25	26	27	28	29	30
31						

1-3 Winter Break
 4 School Resumes
 14 AM Students/PM Teacher Records Day
 15 AM Students/End of First Semester/PM Teacher Records Day
 18 No School, Martin Luther King Jr. Day, District PD
 29 Report Cards Sent Home

26 Staff Opening Day & District PD
 27 AM Building PD/PM Work Day
 27 Open House

AUGUST 2026						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

FEBRUARY 2027						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	X	13
14	X	16	17	18	19	20
21	22	23	24	25	26	27
28						

12 AM Students/PM Building PD
 15 No School President's Day, District PD

1 AM Students/PM Building PD
 4-7 Labor Day Weekend
 30 Early Release (90 mins)

SEPTEMBER 2026						
S	M	T	W	Th	F	S
		X	2	3	X	5
6	X	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	(30)			

MARCH 2027						
S	M	T	W	Th	F	S
	1	2	3	4	X	6
7	8	9	10	11	12	13
14	15	16	(17)	18	19	20
21	22	23	24	25	X	27
28	X	X	X			

Week of 1 District -Wide PT Conferences
 5 AM Students
 17 Early Release (90 mins)
 26-31 Spring Break

12 - No School, District PD
 Indigenous People's Day
 Week of 26 District-Wide PT Conferences
 30 AM Students

OCTOBER 2026						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	X	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	X	31

APRIL 2027						
S	M	T	W	Th	F	S
				X	X	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	(21)	22	23	24
25	26	27	28	29	X	

1-4 Spring Break
 5 School Resumes
 21 Early Release (90 mins)
 30 AM Students

2 No School - RSDD PD for Staff
 18 Early Release (90 mins)
 25-29 Thanksgiving Break

NOVEMBER 2026						
S	M	T	W	Th	F	S
1	X	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	(18)	19	20	21
22	23	24	X	X	X	28
29	30					

MAY 2027						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	X					

29-31 Memorial Day Weekend

19-31 Winter Break

DECEMBER 2026						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	X	X	X	X	X	26
27	X	X	X	X		

JUNE 2027						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	X	X	X	12
13	X	X	X	X	X	19
20	X	X	X	X	X	26
27	X	X	X			

9 - AM Students/End of Second Semester/PM Teacher Records Day, Potential Last Half Day (Possible 10-12 Make up Days)
 11 Report Cards Sent Home