

October 6, 2026 - Regular Board Meeting

Tuesday, October 6, 2026 8:00 AM

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
Director of Finance Chelsea McGuire

II. CHANGES AND ADDITIONS TO THE AGENDA:

III. CONSENT AGENDA:

APPROVAL OF MINUTES

- September 10, 2026 - Regular Meeting Minutes

IV. APPROVAL OF BILLS

- General Fund - \$624,338.97

V. DONATIONS

None.

VI. COMMUNICATIONS FROM THE PUBLIC ON ANY TOPIC:

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

VII. ACTION ITEMS:

VII.A. 05-26 APPROVAL OF BOARD POLICY UPDATES

RESOLVED: That the following board policy updates be approved as presented.

Policy Updates - Second Readings

- Fall 2024 - NCSI BP Update
 - o 3120.08 - Employment of Personnel for Co-Curricular/Extra-Curricular Activities
 - o 5340 - Student Accidents
 - o 5500 - Student Conduct
 - o 6110 - Grant Funds
 - o 6111 - Internal Controls
 - o 6112 - Cash Management of Grants
 - o 6114 - Cost Principles - Spending Federal Funds
 - o 6325 - Procurement Federal Grants/Funds
 - o 6550 - Travel Payment and Reimbursement
 - o 7310 - Disposition of Surplus Property
 - o 7450 - Property Inventory
 - o 7540.09 - Artificial Intelligence ("AI")

- 8321 - Criminal Justice Information Security (Non-Criminal Justice Agency)
- Fall 2025 - NCSI BP Update
 - 2210 - Curriculum Development - Approved Courses
 - 2266 - Nondiscrimination on the Basis of Sex in Education Programs or Activities
 - 2412 - Homebound Instruction Program
 - 5517.01 - Bullying and Other Aggressive Behavior Toward Students
 - 7540.02 - Digital Content and Accessibility
 - 8300 - Continuity of Organizational Operations Plan
 - 8305 - Information Security
- Spring 2025 - NCSI BP Update
 - 0130 - Functions
 - 2264 - Nondiscrimination on the Basis of Sex in Education Programs or Activities
 - 2266 - Nondiscrimination on the Basis of Sex in Education Programs of Activities
 - 2340 - Field and Other Academy-Sponsored Trips
 - 5320 - Immunization
 - 5330 - Use of Medications
 - 5330.01 - Epinephrine Auto-Injectors
 - 8500 - Food Services
 - 8510 - Wellness
 - 8510 Appendix A - Specific Goals for Nutrition
 - 8510 Appendix D - Specific Goals for Nutrition Promotion
 - 8640 - Transportation for Field and Other Academy-Sponsored Trips
- Spring 2026 - NCSI BP Update
 - 0100 - Definitions
 - 2418 - Sex Education
 - 5136 - Wireless Communications Devices (WCDs)
 - 6320 - Purchasing
 - 6325 - Procurement Federal Grants/Funds
 - 8142 - Criminal History Record Check
 - 8402 - Emergency Operations Plan
 - 8655 - Specialized Transportation for Students with IEPs
 - 9710 - Renumbered to 8120.09 - Volunteers

VIII. **DISCUSSION ITEMS:**

- **MSTEP Data**
- **Audit Update**

IX. PRINCIPAL REPORT:

- NWEA/MClass Update
- Lockdown Drill Update
- Jog-A-Thon
- Mill Creek Play - "Trouble in Camelot"
- Parent-Teacher Conferences

X. MONTHLY BOARD OF EDUCATION FINANCIAL REPORT

- Produced by Chelsea McGuire

XI. CORRESPONDENCE TO AND FROM THE BOARD OF EDUCATION:

XII. SCHEDULED ACTIVITIES/FUTURE MEETINGS:

- October 12, 2026 - No School for Students, District PD for Staff
- October 12, 2026 - ERS Board Meeting
- October 16, 2026 - Black & Orange Day
- October 26, 2026 - Parent-Teacher Conferences
- October 28, 2026 - Parent-Teacher Conferences
- October 30, 2026 - 1/2 Day for Students and Staff
- November 2, 2026 - No School for Students, RSDD for Staff
- November 12, 2026 - Regular Board Meeting

XIII. ADJOURNMENT:

September 10, 2026 - Regular Board
Meeting
Thursday, September 10, 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.

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Vice President Kaitlyn Pasik

Secretary Kyle Arnold

Treasurer Carey Tafelsky

Trustee Lorraine Berak

Central Staff:

Principal Nate Plum

Executive Assistant Kortni Huron

Director of Finance Chelsea McGuire

II. CHANGES AND ADDITIONS TO THE AGENDA:

To approve the agenda as presented with not changes or additions. This motion, made by Kyle Arnold 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

III. CONSENT AGENDA:
APPROVAL OF MINUTES

- August 5, 2026 - Regular Meeting Minutes

APPROVAL OF BILLS

- General Fund - \$2,779.59

DONATIONS

To approve the Consent Agenda as presented. This motion, made by Carey Tafelsky 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

IV. COMMUNICATIONS FROM THE PUBLIC ON ANY TOPIC:

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

None.

V. DISCUSSION ITEMS:

- Policy Updates - First Readings
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5330 - The board discussed adding language regarding subcutaneous or nasal medication administration and also around the idea if a healthcare provider is not available, what the staff should do.

VI. PRINCIPAL REPORT:

- Enrollment Numbers
- Greenhouse Update
- MCLASS Update
- NWEA Window
- Gym Speakers
- Enrollment Numbers - Principal Plum reported that in August, an enrollment of 241 was projected, but in the course of a few weeks, nine students transferred out.
- Greenhouse Update - Mr. Plum reported that it is being re-wrapped. There have been parents who came forward with interns to finish the project on September 16th.
- MCLASS Update - Mill Creek Academy has approved the Dyslexia Law curriculum, and all staff have been trained and use it to benchmark students.
- NWEA Window - This will be open from September 21 through October 5. Nate Plum wanted to thank Katie Veith and Sue Anderson for their support.
- Gym Speakers - Principal Plum wanted to give thanks for the amazing new system and for the work dedicated to the installation process.

VII. MONTHLY BOARD OF EDUCATION FINANCIAL REPORT

- Produced by Chelsea McGuire

VIII. CORRESPONDENCE TO AND FROM THE BOARD OF EDUCATION:

None.

IX. SCHEDULED ACTIVITIES/FUTURE MEETINGS:

- September 30, 2026 - Early Release Day

- October 8, 2026 - Regular Board Meeting

X. **ADJOURNMENT:**

To adjourn at 6:01 p.m. This motion, made by Lorraine Berak and seconded by Carey Tafelsky, 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 09/01/2026 to 09/30/2026

Page 1 of 1
Oct 1, 2026 10:03 AM

Check #	Date	Run	Type	Status	Vendor	Name	Invoice Description	Amount
001278	09/02/2026	AP	Check	Open	000076	AVI Systems, Inc DBA Forte	Multi touch display/mobile stand	1,979.00
001279	09/02/2026	AP	Check	Open	000066	Elk Rapids Schools	Summer School Snacks	750.00
001280	09/02/2026	AP	Check	Open	000098	Heinemann	Math Expressions	13,891.04
001281	09/02/2026	AP	Check	Open	000035	Northwest Education Services	CPI Training 8/20/25	630.00
001283	09/09/2026	AP	Check	Open	000032	Ricoh	Copy Machine	123.58
001284	09/09/2026	AP	Check	Open	000044	The Place	Nameplates	75.00
001285	09/09/2026	AP	Check	Open	000099	Transformative Engagement So..	Professional Development August 2026	979.00
001286	09/09/2026	AP	Check	Open	000028	Amplify Education, Inc	Amplify	11,176.68
001288	09/16/2026	AP	Check	Open	000028	Amplify Education, Inc	Boost Reading Student License	4,230.00
001289	09/16/2026	AP	Check	Open	000050	Lisa Zipser	Reimburse classroom supplies	33.92
001290	09/16/2026	AP	Check	Open	000100	Professional Building Services	August 2026 Custodial Services	5,866.80
001292	09/23/2026	AP	Check	Open	000030	ESS Midwest, Inc.	9/25/26	1,141.34
001293	09/23/2026	AP	Check	Open	000095	Hometown Publications, LLC	Display AD MCA Enrollment	182.00
001294	09/23/2026	AP	Check	Open	000086	Jennifer Drewanz	Reimburse TPT	110.00
001295	09/23/2026	AP	Check	Open	000092	Lucas DeForge	Reimburse Teaching Supplies	27.16
001296	09/23/2026	AP	Check	Open	000101	Maner Conterisan	2026 Audit	4,348.50
001297	09/23/2026	AP	Check	Open	000081	UHY Advisor, INC	Consultation work August 2026	1,530.00
001298	09/30/2026	AP	Check	Open	000102	Demco Inc	Library MCA	81.39
001299	09/30/2026	AP	Check	Open	000066	Elk Rapids Schools	Adjust Salaries/Benefits Match report 6/..	571,899.27
001300	09/30/2026	AP	Check	Open	000101	Maner Conterisan	2026 Audit	5,147.50
001301	09/30/2026	AP	Check	Open	000032	Ricoh	Printer September 2026	136.79
Total of All Checks								624,338.97
Less Voids								0.00
Grand Total								624,338.97

Check Summary

Check Status	Count	Amount
Open	21	624,338.97
Cleared	0	0.00
Void	0	0.00
Total	21	624,338.97

Grade	2025/26				Notes	2024/25				Notes	2023/24				Notes	2022/23				Notes	2021/22				Notes	
	State %	Region %	District %			State %	Region %	District %			State %	Region %	District %			State %	Region %	District %			State %	Region %	District %			
3																										
3 Reading	38	44	40		39	42	43		49	49	51		41	48	61		38	44	40							
3 Math	43	47	54		43	46	45		43	51	57		43	48	59					42	45	59				
4																										
4 Reading	41	46	53		42	51	64		43	51	70		44	48	64		41	46	53							
4 Math	39	39	33		39	40	38		39	39	53		39	37	40		37	38	55							
5																										
5 Reading	44	51	62		44	52	68		44	50	58		43	49	66		44	51	62							
5 Math	32	37	34		33	38	52		33	34	50		32	36	52		30	36	43							
5 Science	40	48	N/A		40	49	N/A		40	48	58		39	45	58		38	46	N/A							
5 Social Studies	28	32	N/A		30	34	N/A		19	19	28		19	18	28		16	16	18							
6																										
6 Reading	38	45	52		39	43	48		38	44	46		37	47	49		38	45	52							
6 Math	32	36	39		32	34	39		31	36	47		30	35	32		28	36	34							
7																										
7 Reading	38	45	48		39	47	55		38	47	44		37	44	48		38	45	48							
7 Math	33	41	44		33	43	47		32	43	39		31	42	43		30	42	45							
8																										
8 EBRW	65	72	73		65	74	85		65	71	80		60	68	80		60	72	73							
8 Math	33	42	50		30	35	41		33	40	48		36	48	59		36	48	46							
8 Science	39	48	52		41	50	48		39	48	48		37	49	N/A		36	47	N/A							
8 Social Studies	50	56	61		47	55	N/A		30	37	51		27	33	55		26	34	38							
Grade	2025/26				Notes	2024/25				Notes	2023/24				Notes	2022/23				Notes	2021/22				Notes	
	National %	State %	Region %	District %		National %	State %	Region %	District %		National %	State %	Region %	District %		National %	State %	Region %	District %		National %	State %	Region %	District %		
9																										
9 EBRW	64	60	73	78		63	65	74																		
9 Math	36	33	46	39		34	31	43																		
10																										
10 EBRW	61	58	-	72		60	57	75																		
10 Math	35	32	-	37		34	30	42																		
11																										
11 EBRW	61	46	49	71		57	49	61	69		45	56	68		46	55	73					44	54	71		
11 Math	37	23	28	55		29	24	30	44		23	32	54		29	31	57					26	35	57		
11 Science	-	30	40	62		-	31	38	67		33	37	75		34	41	78					33	35	79		
11 Social Studies	-	39	38	62		-	38	40	69		34	45	67		32	33	69					32	31	68		

																				
Grade	2025/26			Notes	2024/25			Notes	2023/24			Notes	2022/23			Notes	2021/22			Notes
	State %	Region %	District %		State %	Region %	District %		State %	Region %	District %		State %	Region %	District %		State %	Region %	District %	
3 Reading	38	44	64		39	42	51		49	49	53		41	48	61		38	44	40	
3 Math	43	47	74		43	46	51		43	51	62		43	48	59		42	45	59	
4 Reading	41	46	35		42	51	52		43	51	69		44	48	64		41	46	53	
4 Math	39	39	35		39	40	48		39	39	46		39	37	40		37	38	55	
5 Reading	44	51	50		44	52	59		44	50	55		43	49	66		44	51	62	
5 Math	32	37	47		33	38	53		33	34	45		32	36	52		30	36	43	
5 Science	40	48	N/A		40	49	N/A		40	48			39	45	58		38	46	N/A	
5 Social Studies	28	32	N/A		30	34	N/A		19	19			19	18	28		16	16	18	
6 Social Studies	50	56	61		47	55	N/A		30	37	51		27	33	55		26	34	38	



Board of Education Finance Report

Financial Highlights

Tuesday, October 6, 2026

Significant Accounts Payable Paid (All Funds)			Total Accounts Payable Paid by Fund		
Amount	Vendor	Description	\$		
			624,612.13	11	General Fund
\$1,979.00	AVI Systems, Inc. dba Forte	Multi Touch Display / Mobile Stand	\$3,525.89	29	School Activities
\$13,891.40	Heinemann	Math Expressions			
\$15,406.68	Amplify	mClass & Boost Reading Licenses			
\$5,866.80	Professional Building Service	August 2026 Custodial Services			
\$1,141.34	ESS Midwest, Inc.	Substitute Teachers as of 9/25/26	\$ 628,138.02		Total bills to be ratified
\$9,496.00	Maner Conterisan	Prelim Audit Work 2026			
\$1,530.00	UHY Advisor, Inc.	August 2026 Consultation Work			
\$571,899.27	Elk Rapids Schools	Staffing Charges as of 6/30/2026 Wages and Benefits			
Significant Revenues Received:					
Amount	Vendor	Description			
\$4,174.76	State of Michigan	Title 1 Reimbursement 25/26 FY	Total Deposits by Fund		
\$3,298.75	MILAF	Investment Earnings - September 2026	\$7,473.51	11	General Fund
			0.00	29	School Activities
			\$ 7,473.51		Total Deposits

**REVENUES**

Local Revenues
 State Revenues
 Federal Revenues
 Received from Other Districts/ISD
 Other Revenues/Transfer From ERS

A - Total Revenues**EXPENDITURES****Instruction**

Basic
 Added Needs

Support Services

Pupil Support Services
 Instructional Support Services
 General Administration
 School Administration
 Business Services
 Operation & Maintenance
 Pupil Transportation
 Other Central Services
 Athletic Activities
 Community Activities
 Payments to Other Schools/Other Transactions

B - Total Expenditures

Revenues Over(Under) Expenditures (A - B)

C - Other Transactions

Sale of Capital Assets
 Transfers In/(Out)
 Transfer to MCA

Net Change in Fund Balance

FUND BALANCE

D - Prior Year Ending Fund Balance

Ending Fund Balance, Budgeted (A-B+C+D)

Less: Non-Spendable/Assigned Funds

Non-Spendable, Prepaid Expenditures

Unassigned, Fund Balance

General Fund					
2026-2027			09/30/26		09/30/25
Adopted Budget	% of Budget		Fiscal-To-Date		Last Year Fiscal-to Date
\$ 20,500	0%		\$ 11,212	54.69%	\$ 6,596
2,551,541	0%			0.00%	(68,310)
58,013	0%		957	1.65%	(45,073)
30,200	0%			0.00%	674
	0%			0%	
\$ 2,660,254	0.00%		\$ 12,168	0%	\$ (106,113)
1,582,520	0%		\$ 29,106	1.84%	\$ (191,591)
326,141	0%		1,040	0.32%	(23,038)
117,600	0%		-	0.00%	(13,861)
33,050	0%		8,510	25.75%	-
56,100	0%		11,295	20.13%	5,393
271,105	0%		75	0.03%	(16,757)
14,957	0%		7,305	48.84%	
165,705	0%		27,618	16.67%	26,121
-	0%		-	0%	-
10,500	0%		4,003	38.12%	13,380
-	0%		-	0%	-
500	0%		-	0.00%	(1,760)
3,000	0%		-	0.00%	-
\$ 2,581,178	0.00%		\$ 88,952	0%	\$ (202,112)
\$ 79,076			\$ (76,784)		\$ 95,999

Board Finance Report

Fiscal Year 2026 - 2027

Revenue Budget Category Explanations	
Local Revenues	Property Taxes Investment Earnings Athletic Gate Fees Athletic Participation Fees Private/Local Donations Miscellaneous Income
State Revenues	State Aid Payment from the State of Michigan State Aid grants passed thru NorthWest Education Services Other State grants from other State Agencies
Federal Revenues	Federal Grants (Mostly Title grants) Federal Portion of Medicaid Services
Revenues From Other Districts/ISD	Special Ed Headlee payment from Northwest Education Services Other Grants/Payments from Northwest Education Services Grants/Payments from other School Districts
Other Revenues	Other Revenues Items/Adjustments

Board Finance Report

Fiscal Year 2026 - 2027

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