

March 12, 2026 - Regular Board Meeting
Thursday, March 12, 2026 5:00 PM Eastern

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

Kyle Arnold: Present
Lorraine Berak: Absent
Kwin Morris: Present
Kaitlyn Pasik: Present
Carey Tafelsky: Present
Present: 4, Absent: 1.

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 Laurie McCann

II. **CHANGES AND ADDITIONS TO THE AGENDA:**

III. **CONSENT AGENDA:**

APPROVAL OF MINUTES

- February 12, 2026 - Regular Meeting Minutes

IV. **APPROVAL OF BILLS**

- General Fund - \$53,079.51

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. **27-26 APPROVAL OF E-RATE 3-YEAR APPROVAL**

RESOLVED: That the Letter of Intent for Purchase of E-Rate for 3 years be approved, as presented.

VIII. **DISCUSSION ITEMS:**

- Public Relations Update
- Board Member Renewals
 - Kaitlyn Pasik
 - Kyle Arnold
- Transitional Kindergarten Consideration

IX. **PRINCIPAL REPORT:**

- GSRP Start-Up Grant
- Kindergarten Parent Orientation Update
- March is Reading Month Update
- Parent-Teacher Conference Update

X. **AUTHORIZER REPORT:**

- 2026-27 Calendar Update
- Perception Survey Update
- Consolidated Grant Audit

XI. **CORRESPONDENCE TO AND FROM THE BOARD OF EDUCATION:**

XII. **SCHEDULED ACTIVITIES/FUTURE MEETINGS:**

- March 28 - April 5, 2026 - Spring Break
- March 6, 2026 - School Resumes
- April 9, 2026 - Regular Board Meeting

XIII. **ADJOURNMENT:**

February 12, 2026 - Regular Board Meeting
Thursday, February 12, 2026 5:00 PM Eastern

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Williamsburg, MI 49690

Kyle Arnold: Present
Lorraine Berak: Present
Kwin Morris: Absent
Kaitlyn Pasik: Present
Carey Tafelsky: Present
Present: 4, Absent: 1.

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

Board of Education:

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Secretary Kyle Arnold

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Trustee Lorraine Berak

Central Staff:

Principal Nate Plum

Executive Assistant Kortni Huron

Director of Finance Laurie McCann

II. CHANGES AND ADDITIONS TO THE AGENDA:

To approve the agenda with no changes or additions. This motion, made by Carey Tafelsky and seconded by Lorraine Berak, Carried.

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

Yea: 4, Nay: 0, Absent: 1

III. PRINCIPAL REPORT:

- NWEA Winter Data
- Walking Foci Update
- Winter Carnival
- Mill Creek Mail
- Parent Teacher Conferences
- Kindergarten Orientation

- NWEA Winter Data - Principal Plum projected this data for the board to see and discuss.
- Walking Foci Update - Mill Creek Academy is six sessions into this training. During Professional Development days, the staff will dig deeper into the 14 different practices to look for in a classroom.

- Winter Carnival - This carnival was held last week, and despite the snow day, it was well attended. Kudos to Mrs. Okma for leading this initiative for our students and community.
- Mill Creek Mail - This initiative was also started by Mrs. Okma. Students have the opportunity to write to other students or staff in the building, and Kindergarteners deliver the mail around the school.
- Parent Teacher Conferences - These will be held on March 2 & 4, 2026.
- Kindergarten Orientation - This will be held on March 11, 2026 from 6-7pm.

IV. CONSENT AGENDA:
APPROVAL OF MINUTES

- January 8, 2026 - Organizational Meeting Minutes
- January 8, 2026 - Regular Meeting Minutes

APPROVAL OF BILLS

- General Fund - \$324,370.11

DONATIONS

None.

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

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

Yea: 4, Nay: 0, Absent: 1

V. COMMUNICATIONS FROM THE PUBLIC ON ANY TOPIC:

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

None.

VI. ACTION ITEMS:

None.

VII. DISCUSSION ITEMS:

- Legal Counsel Consideration
- Monthly Financial Report
- Legal Counsel Consideration - The administration met with Doug MacNeil a couple of weeks ago to become separate from Elk Rapids Schools under legal counsel and Thrun Law Firm. Bryan McKenna will touch base with president of the board, Kwin Morris, one more time and will likely bring a contract to the board for consideration with Doug in the next few months.
- Monthly Financial Report - Laurie McCann presented an update to the board regarding the current budget.

VIII. AUTHORIZER REPORT:

- MDE Feedback related to Communications
- Public Relations Input
- MDE Feedback related to Communications - Mill Creek Academy must be separate from Elk Rapids Schools when it comes to notification of snow days, and all other updates from the superintendent.
- Public Relations Input - The district is looking into entering into a contract with an individual to handle all public relations via social media, blogs, etc. The tentative timelines for these would be to handle all social media, to do a bi-monthly blog, and to produce a newsletter about three times per year to our families and the greater community.

IX. CORRESPONDENCE TO AND FROM THE BOARD OF EDUCATION:

- Email Communication regarding Transitional Kindergarten Consideration:
 - The Barnhart Family
 - Jaclyn & Mitch Voice
 - Jimmy & Julie Chestnut
 - Allen & Ellie McLain
 - Ashley & Daniel Reische

X. SCHEDULED ACTIVITIES/FUTURE MEETINGS:

- February 13, 2026 - 1/2 Day for Students, PM PD for Staff
- February 16, 2026 - No School for Students, PD for Staff
- March 2, 2026 - Parent Teacher Conferences
- March 4, 2026 - Parent Teacher Conferences
- March 6, 2026 - 1/2 Day for Students
- March 11, 2026 - Kindergarten Orientation
- March 12, 2026 - Regular Board Meeting

Principal Nate Plum also added earlier in the meeting:
 March 5, 2026 - Robotics Tournament

XI. ADJOURNMENT:

To adjourn at 6:14 p.m. This motion, made by Carey Tafelsky and seconded by Kyle Arnold, Carried.

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

Yea: 4, Nay: 0, Absent: 1



Check Register

Mill Creek Academy

Bank Account AP, From 02/11/2026 to 03/10/2026

Check #	Date	Run	Type	Status	Vendor	Name	Invoice Description	Amount	
001163	02/18/2026	AP	Check	Cleared	03/02/2026	000030	ESS Midwest, Inc.	2/13/26	1,113.21
001164	02/18/2026	AP	Check	Cleared	03/02/2026	000050	Lisa Zipser	Reimburse Counseling Tool	16.95
001165	02/18/2026	AP	Check	Cleared	03/02/2026	000041	National Charter Schools Institu..	Fall 2025 Board Policy Update	1,150.00
001166	02/18/2026	AP	Check	Cleared	03/02/2026	000081	UHY Advisor, INC	January 2026	1,555.00
001167	02/25/2026	AP	Check	Open		000066	Elk Rapids Schools	Phone and postage	2,234.40
001169	03/04/2026	AP	Check	Open		000045	Axium Services	February Janitorial Service	5,002.70
001170	03/04/2026	AP	Check	Open		000083	Chloe Marie Media LLC	MCA Advertisements	2,700.00
001171	03/04/2026	AP	Check	Open		000066	Elk Rapids Schools	CKLA balance not paid by 35m grant	32,534.64
001172	03/04/2026	AP	Check	Open		000084	Mackenzie Boyd	MCA Campus photography	365.00
001173	03/04/2026	AP	Check	Open		000078	Oliver and Company Property S..	Snow Removal Jan 28-Feb 25	5,300.00
001174	03/04/2026	AP	Check	Open		000032	Ricoh	MCA printer	133.55
001175	03/04/2026	AP	Check	Open		000030	ESS Midwest, Inc.	2/27/26	974.06
								Total of All Checks	53,079.51
								Less Voids	0.00
								Grand Total	53,079.51

Check Summary

Check Status	Count	Amount
Open	8	49,244.35
Cleared	4	3,835.16
Void	0	0.00
Total	12	53,079.51



Principal, Nate Plum 231-267-9955 nplum@millcreekpsa.com
9039 Old State Hwy 72, Williamsburg, MI 49690
Director of Finance, Laurie McCann 231-264-8692 lmccann@erschools.com
308 Meguzee Point Rd, Elk Rapids, MI 49629

Vector Tech Group
ATTN: Dylan Lindhout
SPIN # 143049512

Email: DylanLindhout@vectortechgroup.com

Form 470# 260013487 Mill Creek Academy

RE: Letter of Intent for Purchase of E-Rate Related Equipment and/or services

Dear Dylan:

Mill Creek Academy is pleased to inform you that your bid has been chosen to provide the services detailed in the quote sent reference Form 470# above.

Page 6 of the quote has been signed and is included with this LOI/ Award Letter.

Qty 24 CLD-ESNT-APSW-REC3 Ruckus One Essentials 3 year subscription for
1 Network device at \$129.00 each
\$3,096.00 Total

Please be advised that this award is specifically contingent upon the receipt of a positive Funding Commitment Decision Letter (FCDL) . While we are eager to move forward with this project, the formal commencement of services and the financial obligation are strictly dependent on the approval of E-rate program funding. In the event that funding is denied or significantly reduced by USAC, the district reserves the right to rescind this award or renegotiate the scope of work without penalty.

Once we have a fully executed agreement, we can move forward with Form 471 filing.

Sincerely,

Laurie McCann
Director of Finance

Terms & Conditions

Limitation of Liability

The Company shall perform all services with a level of care equal to or greater than the standard expected in the industry. However, in no event shall the Service Provider be held liable for indirect, special, incidental, or consequential damages arising out of the service provided hereunder, including but not limited to loss of profits or revenue, loss of use of equipment, lost data, costs of substitute equipment, or other costs and damages.

Confidentiality

The Company and its agents will not use or disclose any Client information, except as necessary for or consistent with providing the contracted services, and will use our best efforts to protect against unauthorized use.

The Client must identify which employees are authorized to make changes to the account or request password changes for themselves or other users.

Out of Scope Work

Any work performed on items not expressly covered by this document will be billed on a separate invoice.

Project Acceptance

IN WITNESS HEREOF, the parties hereto have caused this Statement of Work Agreement to be executed by their duly authorized representatives on the dates set forth below.

Accepted by:

By: Mill Creek Academy
Laurie McCann Name:
Director of Finance Title:
Date: February 6, 2026

By: Vector Tech Group
Name:
Title:
Date: February 6, 2026