



**CHELSEA**  
SCHOOL DISTRICT

WSEC  
500 Washington St  
Chelsea, MI 48118

**Regular  
Meeting**

Monday, August 17, 2026 6:30 PM Eastern

Michelle Craig: Present  
Glenn Fox: Present  
Nicolia Heineman: Absent  
Erin Hunt-Carter: Present  
Heidi Reyst: Present  
Sara Tracy: Present  
Eric Wilkinson: Present  
Present: 6, Absent: 1.

1. Call to order/roll call/Pledge of Allegiance/adoption of agenda and consent agenda  
Motion to accept the agenda and consent agenda. This motion, made by Michelle Craig and  
seconded by Glenn Fox, Passed.

Nicolia Heineman: Absent, Michelle Craig: Yea, Glenn Fox: Yea, Erin Hunt-Carter: Yea, Heidi  
Reyst: Yea, Sara Tracy: Yea, Eric Wilkinson: Yea  
Yea: 6, Nay: 0, Absent: 1

The meeting was called to order at 6:30pm.

**2. Superintendent Report & Communications**

\* Interim CFO – Casey Zaski will be joining us as our interim Chief Financial Officer.  
He has over 20 years of experience in school finance, accounting, and auditing. He will  
currently be supporting us through December 2026.

\* Millage Renewals – Thank you to our Community for supporting the recent sinking  
fund replacement and operating millage renewal. The sinking fund millage is a 10 year  
renewal (2027-2036). The operating millage is a 6 year renewal (2027-2032). The  
passage of both provides important stability for CSD and allows us to continue investing  
in the programs, services, facilities, and opportunities that support our students and  
schools each day.

\* Construction Update – Our summer construction projects of the multipurpose field,  
baseball field, softball field and Young 5's continue to move along. Projections show the  
multipurpose field to be completed by the beginning of school. The baseball and softball  
fields to be completed later this fall. And, the Young 5's project to be completed in  
November 2026.

\* New Staff Orientation – This week we greeted our new district staff members. They were all presented with district norms, traditions, met district administrators and went on a school bus tour of our district.

\* Important Dates – Opening Day for staff is Monday, August 24<sup>th</sup>. Open Houses will be Wednesday, August 26<sup>th</sup>. The Chelsea Fair Parade is Saturday, August 29<sup>th</sup>. And, the First Day of School is Monday, August 31<sup>st</sup>.

\* Transportation – Our transportation registration remains open for families to sign up their child's transportation needs for the 26/27 school year. Individual transportation information will be available to families no later than Thursday, August 20<sup>th</sup>.

### 3. Committee Reports

None

### 4. Public Input #1

#### 4.a. Previous Public Comment Board/Superintendent follow up

None

#### 4.b. Public Comment

None

#### 4.c. Superintendent/Board Discussion

None

### 5. Consent Action Items

5.a. Action Item 03-26-27: Approval of the minutes from the June 22, 2026 Regular Meeting and Budget Hearing and the minutes from the July 20, 2026 Worksession Meeting.

Motion to approve the consent agenda. This motion, made by Heidi Reyst and seconded by Michelle Craig, Passed.

Nicolia Heineman: Absent, Michelle Craig: Yea, Glenn Fox: Yea, Erin Hunt-Carter: Yea, Heidi Reyst: Yea, Sara Tracy: Yea, Eric Wilkinson: Yea

Yea: 6, Nay: 0, Absent: 1

### 6. Individual Action Items

6.a. Action Item 01-26-27: Superintendent Kapolka recommends the Board approve the revised WSEC site work improvements. The total cost of the improvements is \$628,231. Funding would come from a combination of the 2009 & 2019 Bond Funds and the Sinking Fund.

Motion to approve the revised WSEC site work improvements. This motion, made by Michelle Craig and seconded by Heidi Reyst, Passed.

Nicolia Heineman: Absent, Michelle Craig: Yea, Glenn Fox: Yea, Erin Hunt-Carter: Yea, Heidi Reyst: Yea, Sara Tracy: Yea, Eric Wilkinson: Yea

Yea: 6, Nay: 0, Absent: 1

6.b. Action Item 04-26-27: Superintendent Kapolka recommends approval of the 2026-2027 Student Handbooks and the Athletics & Extracurricular Code of Conduct (Chelsea High School, Beach Middle School, South Meadows Elementary and North Creek Elementary).

Motion to approve the 2026-2027 Student Handbooks and the Athletics & Extracurricular Code of Conduct with revisions. This motion, made by Michelle Craig and seconded by Heidi Reyst, Passed.

Nicolia Heineman: Absent, Michelle Craig: Yea, Glenn Fox: Yea, Erin Hunt-Carter: Yea, Heidi Reyst: Yea, Sara Tracy: Yea, Eric Wilkinson: Yea  
Yea: 6, Nay: 0, Absent: 1

6.c. Action Item: 05-26-27: Superintendent Kapolka recommends the approval of the PLECC Kitchen Equipment purchase. The total cost of the recommendation is \$108,903.95. Funding for this purchase would come from the 2019 Bond Fund.

Motion to approve the purchase of the PLECC Kitchen Equipment. This motion, made by Michelle Craig and seconded by Erin Hunt-Carter, Passed.

Nicolia Heineman: Absent, Michelle Craig: Yea, Glenn Fox: Yea, Erin Hunt-Carter: Yea, Heidi Reyst: Yea, Sara Tracy: Yea, Eric Wilkinson: Yea  
Yea: 6, Nay: 0, Absent: 1

6.d. Action Item: 06-26-27: Superintendent Kapolka recommends the Board approve the Chelsea School District Goals for the 2026-2028 school years.

Discussion ensued regarding the goals and how to best measure these goals. It was agreed to discuss them further at the next Board Worksession meeting in September.

Motion to approve the Chelsea School District Goals for the 2026-2028 school years. This motion, made by Michelle Craig and seconded by Sara Tracy, Failed.

Nicolia Heineman: Absent, Michelle Craig: Nay, Glenn Fox: Yea, Erin Hunt-Carter: Yea, Heidi Reyst: Yea, Sara Tracy: Nay, Eric Wilkinson: Nay  
Yea: 3, Nay: 3, Absent: 1

## 7. Information & Discussion

### 7.a. Emergency Operating Plan (EOP) Review

Discussion ensued regarding the Emergency Operating Plan.

## 8. Public Input #2

### 8.a. Public Comment

None

### 8.b. Superintendent/Board Discussion

None

## 9. Student Liaison and Board Member Reports/Comments/Commendations/Thank You

\* Wyeth Angus – Introduced our new junior student liaison, Charlie Schmunk. He also shared all the activities already starting the new school year.

\* Charlie Schmunk – Activities are starting at CHS already with CHO, Student Council, Link Crew and Band Camp.

\* Sara Tracy – The Senior Center is having an Open House on September 9<sup>th</sup>. All are welcome.

\*Eric Wilkinson – Met with Adam Schilt at BMS.

#### 10. Upcoming Events

- Wednesday, August 26, 2026 - Bond Committee Meeting, 8:00am Central Office
- Monday, August 31, 2026 - Board Meeting, 6:30pm WSEC
- Wednesday, September 9, 2026 - Policy Committee Meeting, 8:00am WSEC Boardroom

#### 11. Adjournment

Meeting was adjourned at 7:59pm.

Respectfully Submitted,

Sara Tracy  
Board Secretary