



CHELSEA
SCHOOL DISTRICT

WSEC
500 Washington St
Chelsea, MI 48118

**Regular
Meeting**

Monday, August 31, 2026 6:30 PM Eastern

Michelle Craig: Present
Glenn Fox: Present
Nicolia Heineman: Present
Erin Hunt-Carter: Present
Heidi Reyst: Present
Sara Tracy: Present
Eric Wilkinson: Present
Present: 7.

1. Call to order/roll call/Pledge of Allegiance/adoption of agenda and consent agenda
Motion to adopt the agenda and consent agenda with an update to the August 17, 2026 to include the Action Item 07-26-27 to show the vote failed 3-3. This motion, made by Michelle Craig and seconded by Heidi Reyst, Passed.

Michelle Craig: Yea, Glenn Fox: Yea, Nicolia Heineman: Yea, Erin Hunt-Carter: Yea, Heidi Reyst: Yea, Sara Tracy: Yea, Eric Wilkinson: Yea
Yea: 7, Nay: 0

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

2. Special Presentations & Celebrations

2.a. Introduction of New Staff

South Meadows Elementary - Katie Spisich

* Elise Blaauw - SME Art Teacher

* Sarah Ryan - SME Special Education Teacher

* Theresa Donajkowski - SME Special Education Teacher

* Samantha Sankey - SME Music Teacher

Beach Middle School - Adam Schilt

* Ryan Michaud - Psychologist (3rd - 8th)

* Abigail Kuhn - BMS Math Teacher

Chelsea High School - Amanda Clor

* Jordan Raft - CHS Business/Math Teacher

2.b. Enrollment Projection Study - Plante Moran ~ Keith McDonald

Discussion ensued regarding enrollment projections with resident and nonresident students.

3. Staff Reports

- 3.a. North Creek - Casey Wescott
- 3.b. South Meadows - Katie Spisich
- 3.c. Beach Middle School - Adam Schilt
- 3.d. Chelsea High School - Amanda Clor
- 3.e. Human Resources - Marcus Kaemming
- 3.f. Curriculum and Instruction - Michelle Hilla
- 3.g. Athletics - Eric McCalla
- 3.h. Safety and Security - Greg DeGrand
- 3.i. Business and Finance - Casey Zaski
- 3.j. Operations - Ross Potgiesser
- 3.k. Technology - Ryan Spencer
- 3.l. Food Service - Chris Simpson
- 3.m. Transportation - Corrina Horton
- 3.n. Special Education - Lisa Nickel
- 3.o. Early Childhood and Comm Education - Sarah Bentley

4. Superintendent Report & Communications

- * Opening Day – Welcome back to our staff and students.
- * Open Houses – Attendance at all five Open Houses were outstanding this year.
- * International Students – Welcome to our 12 international students to Chelsea High School. Our international Bulldogs come from Italy, Vietnam, Brazil, the Netherlands, South Korea and Spain.
- * Construction Update – The multipurpose field at CHS is complete. Baseball and Softball fields are on pace to be completed in October. The Young 5s project at NCE is on track to be ready in November. And the Field House groundbreaking is set for the week of September 15th with a completion date of May 2027.
- * Emergency Operating Plan (EOP) – We continue to review and update our EOP. The EOP will be on the September 21st Board agenda for action.

* Enrollment – As of today, we have 2, 273 students enrolled. This is one shy of Plante Moran’s FTE projection and three ahead of where our Spring 2026 count landed. Of our 2,273 enrollments, 222 students participate in our School of Choice program (9.8%).

5. Committee Reports

5.a. Finance Reports

- April 2026

- May 2026

Motion to accept the April 2026 and May 2026 Finance Reports. This motion, made by Michelle Craig and seconded by Glenn Fox, Passed.

Michelle Craig: Yea, Glenn Fox: Yea, Nicolia Heineman: Yea, Erin Hunt-Carter: Yea, Heidi Reyst: Yea, Sara Tracy: Yea, Eric Wilkinson: Yea
Yea: 7, Nay: 0

5.b. The Bond Committee met on August 26, 2026 and reviewed our 2027 Bond projects and potential of a future bond.

6. Public Input #1

6.a. Previous Public Comment Board/Superintendent follow up
None

6.b. Public Comment
None

6.c. Superintendent/Board Discussion
None

7. Consent Action Items

Motion to remove/table Action Item 07-26-27: Approval of the minutes from the August 17, 2026 regular meeting and the August 26, 2026 Bond Committee meeting from the Consent Action Items. This motion, made by Eric Wilkinson and seconded by Erin Hunt-Carter, Passed.

Michelle Craig: Yea, Glenn Fox: Yea, Nicolia Heineman: Yea, Erin Hunt-Carter: Yea, Heidi Reyst: Yea, Sara Tracy: Yea, Eric Wilkinson: Yea
Yea: 7, Nay: 0

An update is needed on the voting tally of Action Item 06-26-27. Action Item failed and votes were Yea: 3, Nay: 3, Absent 1.

Motion to approve the remaining Consent Action Items 08-26-27 through 11-26-27. This motion, made by Michelle Craig and seconded by Sara Tracy, Passed.

Michelle Craig: Yea, Glenn Fox: Yea, Nicolia Heineman: Yea, Erin Hunt-Carter: Yea, Heidi Reyst: Yea, Sara Tracy: Yea, Eric Wilkinson: Yea
Yea: 7, Nay: 0

7.a. Action Item 07-26-27: Approval of the minutes from the August 17, 2026 regular meeting and the August 26, 2026 Bond Committee meeting.

7.b. Action Item 08-26-27: Superintendent Kapolka recommends the Board approve the hiring of Jessica Neff as a 2nd grade teacher at North Creek Elementary and be placed on BA Step 2 of the CEA Master Agreement.

7.c. Action Item 09-26-27: Superintendent Kapolka recommends the Board approve the hiring of Carlie Hodel as a 1st grade teacher at North Creek Elementary and be placed on BA Step 2 of the CEA Master Agreement.

7.d. Action Item 10-26-27: Superintendent Kapolka recommends the Board approve the hiring of Allison Koppelberger as a Science teacher at Beach Middle School and be placed on BA Step 5 of the CEA Master Agreement.

7.e. Action Item 11-26-27: Superintendent Kapolka recommends the Board approve the hiring of Alyssa Poole as a 2nd grade teacher at North Creek Elementary and be placed on MA Step 2 of the CEA Master Agreement.

8. Individual Action Items

None

9. Information & Discussion

9.a. Digital Sign - Ryan Spencer

Discussion ensued on the bids for the new digital sign at Chelsea High School.

9.b. Chelsea School District Goals for the 2026-2028 school years

Discussion continued on the revisions of the 2026-2028 District goals based on input from the 7/20/26 and 8/17/26 meetings. Revisions and input will continue and this will be presented on the 9/21/26 Board agenda for action.

9.c. Committee Chairs

Discussion ensued regarding responsibilities of a chair, including running meetings, setting agenda, and taking notes/minutes. The chairs for five committees and liaisons for two committees were agreed upon:

- * Finance Chair – Michelle Craig
- * Policy Chair – Glenn Fox
- * Personnel Chair – Sara Tracy
- * Bond Chair – Eric Wilkinson
- * Onboarding Chair – Heidi Reyst
- * Curriculum Liaison – Nicolía Heineman
- * SEAB Liaison – Erin Hunt-Carter

10. Public Input #2

10.a. Public Comment

None

10.b. Superintendent/Board Discussion
None

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

- * Wyeth Angus – Excited for the first day of school. Wyeth updated the Board on the 2026 Homecoming theme will be Time Machine, Senior Sunrise and Fall Sports
- * Charlie Schmunk – Charlie updated the Board on the Fair Parade and new furniture in the Commons area.
- * Sara Tracy – Senior Center Open House will be September 9, 2026.
- * Nicolia Heineman – Attended Open House and the teachers at North Creek were very thankful for our decision to add sections.
- * Heidi Reyst – Field Hockey lost to Saline 4-0.

12. Upcoming Events

- Wednesday, September 9, 2026 - Policy Committee Meeting, 8:00am WSEC Boardroom
- Monday, September 21, 2026 - Board Meeting Worksession, 6:30pm WSEC Boardroom
- Tuesday, September 22, 2026 - Bond Committee Meeting, 8:00am Central Office Administration Building

13. Adjournment

The meeting was adjourned at 8:01pm.

Respectfully Submitted,

Sara Tracy
Board Secretary