CHELSEA SCHOOL DISTRICT

WSEC
500 Washington St
Chelsea, MI 48118

Regular Meeting
Monday, October 19, 2026 6:30 PM Eastern

Michelle Craig:	Present
Glenn Fox:	Present
Nicolia Heineman:	Present
Erin Hunt-Carter:	Present
Dr. 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 accept the agenda and consent agenda. This motion, made by Michelle Craig and seconded by Dr. Heidi Reyst, Passed.
Michelle Craig: Yea, Glenn Fox: Yea, Nicolia Heineman: Yea, Erin Hunt-Carter: Yea, Dr. 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. Student of the Month

- North Creek Elementary - Maddie Olsick
- South Meadows Elementary - Alyssa Harpster

2.b. Introduction of New Staff

- Beach Middle School - Carla Freeman, BMS Counselor
- Chelsea High School - Alexandra Doering, CHS English Teacher

  Alex was unable to attend, so she will be introduced at our next meeting on November 2, 2026.

3. Staff Reports

3.a. North Creek - Casey Wescott

3.b. South Meadows - Katie Spisich

3.c. Operations - Ross Potgiesser

3.d. Technology - Ryan Spencer

3.e. Food Service - Chris Simpson

3.f. Transportation - Corrina Horton

3.g. Special Education - Lisa Nickel

3.h. Early Childhood and Comm Education - Sarah Bentley

4. Superintendent Report & Communications

* Bus Inspections – As part of Michigan's annual school bus inspection program, the Michigan State Police (MSP) conduct safety inspections of school buses throughout the state to ensure they meet established safety and operational standards. All of the 20 CSD buses received green tags which means they passed inspection and meet the state's safety requirements. A big thanks and congratulations to our head mechanic, Tim Newman and mechanic, Skyler Kangas on their efforts.

* School Safety Week October 19-23 – Our Director of Safety and Security, Greg DeGrand communicated with all of our district families this week in recognition of School Safety Week. He highlighted our ongoing efforts to maintain safe and secure learning environments, including routine fire and emergency drills, school bus safety drills, and the reminder of the safety and security measures we have in place across the District. In addition, families were provided with information regarding our partnership with the Chelsea Police Department and the annual notification required by Michigan law regarding safe firearm storage.

* Count Day – The District's annual Fall Count Day was on October 7th, with a preliminary enrollment of 2,268 students. This is relatively flat compared to our spring 2026 count of 2,270 students. Our preliminary 2026-2027 budget was developed using an enrollment projection of 2,253 students. We will spend the next several weeks with the verification process, but these preliminary numbers are encouraging.

5. Committee Reports

- Personnel Comm Meeting - 10/7/26 – Sara Tracy updated the Board on the Superintendent evaluation process and the scope of this committee.
- Bond Comm Meeting - 10/16/26 – Eric Wilkinson updated the Board on the potential November 2027 Bond Initiative.

6. Public Input #1

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

6.b. Public Comment
1. Anna Loveland
2. Deborah Snyder

6.c. Superintendent/Board Discussion

None

7. Consent Action Items

7.a. Action Item 19-26-27: Approval of the minutes from the October 5, 2026 regular Board meeting, and the October 7, 2026 Personnel Committee meeting.
Motion to approve the minutes from the October 5, 2026 regular board meeting and the October 7, 2026 Personnel Committee meeting. This motion, made by Sara Tracy and seconded by Nicolia Heineman, Passed.
Michelle Craig: Yea, Glenn Fox: Yea, Nicolia Heineman: Yea, Erin Hunt-Carter: Yea, Dr. Heidi Reyst: Yea, Sara Tracy: Yea, Eric Wilkinson: Yea
Yea: 7, Nay: 0

8. Individual Action Items

8.a. Action Item 20-26-27: Superintendent Kapolka recommends the Board approve the 31aa Resolution B: Opt in and accept the Section 31aa Mental Health Funding for the 2026-2027 year.
Motion to correct the spelling of "regular" in the 31aa Resolution B. This motion, made by Glenn Fox and seconded by Erin Hunt-Carter, Passed.
Michelle Craig: Yea, Glenn Fox: Yea, Nicolia Heineman: Yea, Erin Hunt-Carter: Yea, Dr. Heidi Reyst: Yea, Sara Tracy: Yea, Eric Wilkinson: Yea
Yea: 7, Nay: 0
Motion to approve the amended 31aa Resolution B. This motion, made by Dr. Heidi Reyst and seconded by Glenn Fox, Passed.
Eric Wilkinson: Nay, Michelle Craig: Yea, Glenn Fox: Yea, Nicolia Heineman: Yea, Erin Hunt-Carter: Yea, Dr. Heidi Reyst: Yea, Sara Tracy: Yea
Yea: 6, Nay: 1
Eric Wilkinson: Nay

> Approving Resolution B will allow the District to accept approximately $167,000 in state mental health funding while declining approximately $334,000 in school safety funding for the 2026-2027 school year. While the additional school safety funding would certainly be beneficial, significant questions and uncertainty still remain regarding the scope and duration of the required legal privilege waiver and the potential exposure it could create for the District.

8.b. Action Item 21-26-27: Superintendent Kapolka recommends the Board authorize the Superintendent and Board Bond Committee to explore the feasibility of a November 2027 Bond Initiative.
Motion to authorize the Superintendent and Bond Committee to explore the feasibility of a November 2027 Bond Initiative. 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, Dr. Heidi Reyst: Yea, Sara Tracy: Yea, Eric Wilkinson: Yea
Yea: 7, Nay: 0

This recommendation authorizes the Superintendent and the Board Bond Committee to begin exploring the feasibility of a potential November 2027 bond initiative. Based on the past three Bond Committee meetings and review of the District's current and future capital improvement needs, including our facility assessments, the committee believes it is appropriate and timely to begin this exploratory work in November to allow sufficient time to evaluate our financial capacity, prioritize potential projects, and gather stakeholder feedback.

8.c. Action Item 22-26-27: Approval of the Thrun June 2026 Policy Updates:

- 2202 - Authority to Enter into Contracts
- 2501 - Meetings
- 3102 - Smoking, Tobacco Products, Drugs, and Alcohol

Motion to approve update on policies 2202, 2501, and 3102. This motion, made by Dr. Heidi Reyst and seconded by Michelle Craig, Passed.
Michelle Craig: Yea, Glenn Fox: Yea, Nicolia Heineman: Yea, Erin Hunt-Carter: Yea, Dr. Heidi Reyst: Yea, Sara Tracy: Yea, Eric Wilkinson: Yea
Yea: 7, Nay: 0

8.d. Action Item 23-26-27: Approval of the Thrun June 2026 Policy Updates:

- 3115 - Non-Discrimination, Anti-Harassment, and Non-Retaliation
- 3115A - Definitions for 3115 Series
- 3115B - Designation of Coordinators
- 3115C - Supportive Measures
- 3115D - Informal Resolution
- 3115E - Grievance Procedure and Remedies
- 3115H - Training Requirements and Policy Notices

Motion to approve update on policies 3115, 3115A, 3115B, 3115C, 3115D, 3115E, and 3115H. This motion, made by Sara Tracy and seconded by Erin Hunt-Carter, Passed.
Michelle Craig: Yea, Glenn Fox: Yea, Nicolia Heineman: Yea, Erin Hunt-Carter: Yea, Dr. Heidi Reyst: Yea, Sara Tracy: Yea, Eric Wilkinson: Yea
Yea: 7, Nay: 0

8.e. Action Item 24-26-27: Approval of the Thrun June 2026 Policy Updates:

- 3306 - Construction Bidding
- 3402 - Drills, Plans, and Reports
- 3407 - Asbestos Management
- 4101 - Non-Discrimination
- 4201 - Employee Ethics and Standards
- 4209 - Intentionally Left Blank (Abortion Referrals and Assistance)
- 4602 - Hiring

Motion to approve update on policies 3306, 3402, 3407, 4101, 4201, 4209, and 4602. This motion, made by Dr. Heidi Reyst and seconded by Nicolia Heineman, Passed.

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

8.f. Action Item 25-26-27: Approval of the Thrun June 2026 Policy Updates:

- 5507 - Extracurricular Activities
- 5710A - Student Identification Cards

Motion to approve update on policies 5507 and 5710A. 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, Dr. Heidi Reyst: Yea, Sara Tracy: Yea, Eric Wilkinson: Yea
Yea: 7, Nay: 0

9. Information & Discussion

9.a. Superintendent Evaluation

Discussion ensued regarding the potential recommendation for the Board to consider moving to a biennial superintendent evaluation cycle. Under Section 1249b of the Michigan Revised Schools Code, administrators, including the Superintendent, who have received an Effective rating for three consecutive years are eligible to move from an annual to and every other year formal evaluation cycle.

Under the proposed cycle, the 2026-2027 school year would be considered a "pass" year, meaning a formal evaluation would not be conducted, and Mike's previous Effective rating would remain in place as his official evaluation rating for this school year. A formal evaluation would then resume during the 2027-2028 school year, which then begins the bi-annual evaluation cycle.

If moving to this proposed cycle, the Board would still provide annual feedback to Mike to ensure he is still aligned with the District goals.

9.b. SEAB Membership Criteria & Selection Process

The SEAB Board committee members (Hunt-Carter, Fox, and Tracy) presented the SEAB Membership Criteria & Selection Process document. Discussion ensued regarding the process, SEAB Board size, term lengths, attendance and the vacancy process. The district pupil representation was discussed.

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

* Charlie Schmunk – Updated the Board on The Prom performance, CHS choir students competing on 12/5/26, and Interact's "Coin Drive for Polio" fundraiser.

* Wyeth Angus – Updated the Board on Halloween spirit week and fall sports competition.

* Heidi Reyst – Notified the Board that our field hockey team lost to Dexter 0-2 and their season is completed.

* Michelle Craig – Attended The Prom and it was fantastic.

* Glenn Fox – Also attended The Prom and agreed it was excellent.

12. Upcoming Events

- Tuesday, October 20, 2026 - Board Onboarding Committee Meeting, 6:00pm WSEC Central Office Conference Room
- Thursday, October 29, 2026 - Policy Committee Meeting, 5:30pm WSEC Central Office Conference Room
- Monday, November 2, 2026 - Board Meeting, 6:30pm **Beach Middle School**

13. Adjournment
The meeting was adjourned at 7:40pm.

Respectfully Submitted,

Sara Tracy
Board Secretary