

June 11, 2026 - Regular Board Meeting

Thursday, June 11, 2026 5:00 PM

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
Interim Director of Finance Beverly Mobley

II. CHANGES AND ADDITIONS TO THE AGENDA:

III. CONSENT AGENDA:

APPROVAL OF MINUTES

- May 14, 2026 - Public Labor Day Hearing Minutes
- May 14, 2026 - Regular Meeting Minutes

IV. APPROVAL OF BILLS

- General Fund - \$8,925.45

V. DONATIONS

- \$3,000 - Anonymous Donor
 - Technology Upgrades at Mill Creek Academy

VI. COMMUNICATIONS FROM THE PUBLIC ON ANY TOPIC:

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

VII. DISCUSSION ITEMS:

- Transitional Kindergarten
- Chloe - Marketing Update

VIII. PRINCIPAL REPORT:

- End-of-Year Update
- Personnel Update
- Summer Goals
- Class Configurations

IX. MONTHLY BOARD OF EDUCATION FINANCIAL REPORT

- Produced by Beverly Mobley

X. CORRESPONDENCE TO AND FROM THE BOARD OF EDUCATION:

XI. SCHEDULED ACTIVITIES/FUTURE MEETINGS:

- June 25, 2026 - Budget Hearing, 5:00 pm
- June 25, 2026 - Board Workshop, 5:30 pm
- July 9, 2026 - Regular Board Meeting, 8:15 am

XII. ADJOURNMENT:

May 14, 2026 - Public Hearing
Thursday, May 14, 2026 2:30 PM Eastern

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

Kyle Arnold: Absent
Lorraine Berak: Absent
Kwin Morris: Absent
Kaitlyn Pasik: Absent
Carey Tafelsky: Absent
Absent: 5.

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

II. LABOR DAY WAIVER PUBLIC HEARING

III. COMMUNICATIONS FROM THE PUBLIC RE: LABOR DAY WAIVER

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

None. No public present.

IV. ADJOURNMENT:

May 14, 2026 - Regular Board Meeting
Thursday, May 14, 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.

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

II. CHANGES AND ADDITIONS TO THE AGENDA:

III. CONSENT AGENDA:

APPROVAL OF MINUTES

- April 9, 2026 - Regular Meeting Minutes

APPROVAL OF BILLS

- General Fund - \$43,312.66

DONATIONS

To approve the Consent Agenda as presented. This motion, made by Lorraine Berak 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

IV. COMMUNICATIONS FROM THE PUBLIC ON ANY TOPIC:

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

None.

V. DISCUSSION ITEMS:

- K-12 Literacy/Dyslexia Law
 - Summer School Update
 - Marketing Update
 - Parent Survey
 - Board Financial Report
-
- K-12 Literacy/Dyslexia Law - This will not take effect until the 27-28 school year, so the District is ahead on the implementation of this. Training will be provided to staff prior to this taking effect.
 - Summer School Update - The grant that previously funded this program is no longer available. However, 31a funds can be used for this summer at Mill Creek Academy. The following staff members will lead this program: Lewis Bunting, Naomi Chalk, and Beanie Send
 - Marketing Update - Chloe has initiated this project, and all ads are on Facebook now.
 - Parent Survey - Mr. Plum will be sending this to all families on Friday, May 22nd.
 - Board Financial Report - Bryan McKenna presented this in Beverly Mobley's absence.

VI. ACTION ITEMS:

VI.A. 31-26 APPROVAL OF 2026 SUMMER SCHOOL

RESOLVED: That the 2026 Summer School Plan be approved as presented.

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

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

Yea: 5, Nay: 0

VI.B. 32-26 APPROVAL OF 2026-2027 DISTRICT CALENDAR

RESOLVED: That the 2026-2027 District Calendar be approved as presented.

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

VII. PRINCIPAL REPORT:

- NWEA/M-STEP Testing Windows
- Field Day
- Retirement Update
- Kindergarten Screening Day
- Transitional Kindergarten Update

Principal Plum projected and presented to the board.

VIII. CORRESPONDENCE TO AND FROM THE BOARD OF EDUCATION:

None.

IX. SCHEDULED ACTIVITIES/FUTURE MEETINGS:

- May 15, 2026 - Field Day
- May 25, 2026 - No School, Memorial Day
- June 5, 2026 - Last 1/2 Day of School
- June 11, 2026 - Regular Board Meeting

X. ADJOURNMENT:

To adjourn at 6:11p.m. This motion, made by Lorraine Berak 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



Check Register

Mill Creek Academy

Bank Account AP, From 05/01/2026 to 05/30/2026

Check #	Date	Run	Type	Status	Vendor	Name	Invoice Description	Amount
001205	05/06/2026	AP	Check	Open	000051	Amy Brady	Reimburse Teaching Supplies	551.30
001206	05/06/2026	AP	Check	Open	000009	Chalk, Naomi	Reimburse Teaching Supplies	224.75
001207	05/06/2026	AP	Check	Open	000013	Daniele Okma	Reimburse Teaching Supplies	227.65
001208	05/06/2026	AP	Check	Open	000058	Deepak Prabhaker	Reimburse Teaching Supplies	217.64
001209	05/06/2026	AP	Check	Open	000030	ESS Midwest, Inc.	4/12-4/25-26	2,574.30
001210	05/06/2026	AP	Check	Open	000086	Jennifer Drewanz	Reimburse Teaching Supplies	477.77
001211	05/06/2026	AP	Check	Open	000016	Jessica Lawrence	Reimburse teaching supplies	147.47
001212	05/06/2026	AP	Check	Open	000007	Joni Capling	Reimburse Teaching Supplies	267.50
001213 to 001214 Checks Missing								
001215	05/13/2026	AP	Check	Open	000087	Carley Lortz	Teacher Appreciation- Cooking Class	225.00
001216	05/13/2026	AP	Check	Open	000009	Chalk, Naomi	Reimburse Teaching Supplies	363.37
001217	05/13/2026	AP	Check	Open	000089	ER Yoga Flow	Teacher Appreciation- Yoga	100.00
001218	05/13/2026	AP	Check	Open	000007	Joni Capling	Teaching Supplies 25/26	233.29
001219	05/13/2026	AP	Check	Open	000047	Lewis Bunting	Reimburse Teaching Supplies 25/26	604.13
001220	05/13/2026	AP	Check	Open	000092	Lucas DeForge	Reimburse Teaching Supplies	67.99
001221	05/13/2026	AP	Check	Open	000091	Michelle White	Reimburse teaching supplies	27.19
001222	05/13/2026	AP	Check	Open	000090	Molly Abbring	Reimburse Teaching Supplies	45.93
001223	05/13/2026	AP	Check	Open	000088	Peyton Zipser	reimburse teacher appreciation	136.00
001224	05/13/2026	AP	Check	Open	000029	Susan Flores	Reimbursement Meijer	26.00
001227	05/20/2026	AP	Check	Open	000075	UHY LLP	April 2026 Consultation work	540.00
001228	05/27/2026	AP	Check	Open	000030	ESS Midwest, Inc.	April 25- May 8, 2026	1,529.43
001229	05/27/2026	AP	Check	Open	000093	Kayla Wilson	Reimburse Float Supplies	200.13
001230	05/27/2026	AP	Check	Open	000032	Ricoh	Copier MCA	138.61
Total of All Checks								8,925.45
Less Voids								0.00
Grand Total								8,925.45

Check Summary

Check Status	Count	Amount
Open	22	8,925.45
Cleared	0	0.00
Void	0	0.00
Total	22	8,925.45



Board of Education Finance Report

Financial Highlights

Thursday, June 11, 2026

Significant Accounts Payable Paid (All Funds)			Total Accounts Payable Paid by Fund		
Amount	Vendor	Description	\$		
			6,554.13	11	General Fund
\$2,574.30	ESS Midwest, Inc	Substitutes 4/12/26-4/25/26	2,371.32	29	School Activities
\$1,529.43	ESS Midwest, Inc	Substitutes 4/25/26-5/8/26			
\$540.00	UHY LLP	April 2026 Consultation Fee			
			\$ 8,925.45		Total bills to be ratified
Significant Revenues Received:					
Amount	Vendor	Description	Total Deposits by Fund		
\$223,448.87	Elk Rapids Schools/State Of Michigan	May2026 State Aid			
\$73,796.90	Elk Rapids Schools	Reimbursement for duplicate transfer of 2024/2025 Management Fee	\$313,372.42	11	General Fund
\$10,567.00	Northwest Education Services	2026 Spec Ed Headlee Allocation	89.56	29	School Activities
\$3,000.00	Anonymous	Private Donation for Technology Upgrades			
\$2,649.21	MILAF	Investment Earnings - May 2026			
			\$ 313,461.98		Total Deposits



General Fund						
2025-2026			05/31/26		05/31/25	
Adopted Budget	Amended Budget	% of Budget	Fiscal-To-Date		Last Year Fiscal-to Date	
REVENUES						
Local Revenues	\$ -	\$ 10,500	0.37%	\$ 20,324	193.56%	\$ 2,525
State Revenues	2,506,501	2,545,563	90.12%	2,037,390	80.04%	1,793,602
Federal Revenues	35,108	31,542	1.12%	22,665	71.86%	-
Received from Other Districts/ISD	71,102	500	0.02%	22,408	4481.54%	-
Other Revenues/Transfer From ERS		236,573	8.38%	162,797	68.81%	-
A - Total Revenues	\$ 2,612,711	\$ 2,824,678	100.00%	\$ 2,265,583	80.21%	\$ 1,796,127
EXPENDITURES						
Instruction						
Basic	1,580,739	\$ 1,710,752	65.92%	\$ 1,259,630	73.63%	\$ 1,209,689
Added Needs	177,962	183,848	7.08%	169,953	92.44%	221,755
Support Services						
Pupil Support Services	85,160	70,825	2.73%	68,693	96.99%	67,226
Instructional Support Services	132,629	117,728	4.54%	20,810	17.68%	22,374
General Administration	91,269	38,904	1.50%	38,634	99.31%	14,204
School Administration	269,628	272,489	10.50%	167,614	61.51%	169,245
Business Services	6,220	-	0.00%	(17)	0%	-
Operation & Maintenance	266,274	185,836	7.16%	131,247	70.63%	239,386
Pupil Transportation	-	-	0.00%	-	0%	-
Other Central Services	2,830	13,380	0.52%	13,380	100.00%	-
Athletic Activities	-	-	0.00%	-	0%	-
Community Activities	-	-	0.00%	(1,560)	0%	2,330
Payments to Other Schools/Other Transactions	-	1,400	0.05%	2,195	156.79%	-
B - Total Expenditures	\$ 2,612,711	\$ 2,595,162	100.00%	\$ 1,870,579	72.08%	\$ 1,946,210
Revenues Over(Under) Expenditures (A - B)	\$ -	\$ 229,516		\$ 395,003		\$ (150,082)
C - Other Transactions						
Sale of Capital Assets	-	-		-		-
Transfers In/(Out)	-	-		-		-
Transfer to MCA	-	-		-		-
Net Change in Fund Balance	-	\$ 229,516		395,003		(150,082)
FUND BALANCE						
D - Prior Year Ending Fund Balance	\$ 54,567	\$ 54,567	AUDITED	\$ 54,567	AUDITED	
Ending Fund Balance, Budgeted (A-B+C+D)	\$ 54,567	\$ 284,083		\$ 449,570		
Less: Non-Spendable/Assigned Funds						
Non-Spendable, Prepaid Expenditures	-	-		-		
Unassigned, Fund Balance	\$ 54,567	\$ 284,083		\$ 449,570		
	2.1%	10.9%				

Board Finance Report

Fiscal Year 2025 - 2026

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 2025 - 2026

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