

The Chatfield School
Minutes of the Board of Directors Regular Meeting
January 15, 2025 - 5:00 PM

Present at this meeting in an official capacity: Katie Poniatowski, Erin Viers, Matt Schaller, Alex Wolfe, Kristen Ball, Bob Kurtz (interim Director), Kristi Huestis (interim Asst. Director), Angela Irwin (consultant for leadership transition appointed by SVSU), Candice Casey (Director of Operations at School / University Partnership Office of SVSU)

1. **Call to Order Time:** 5:02 PM
2. **Roll Call:** Viers (present), Schaller (present), Wolfe (present), Poniatowski (present), Ball (present)
3. **Approval of Agenda:** Moved by Viers and seconded by Ball, to approve the agenda. Ayes - Ball, Poniatowski, Schaller, Viers, Wolfe. Motion carried.
4. **Public Comment:** Brian Hartman, Chatfield's IT Director, offered commentary on the upcoming negotiation with TF on a management contract, and the need to calculate a clear number of hours for which a "school liaison" (a requirement of TF) would be needed and the potential cost, and the potential financial cost and resource requirement to integrate all new management aspects.
5. **Approval of Minutes:** Moved by Wolfe, seconded by Poniatowski, that the minutes of the regular meeting of December 18, 2024 be approved as presented. Ayes - Ball, Poniatowski, Schaller, Viers, Wolfe. Motion carried.
6. **Approval of November 2024 and December 2024 Financial Reports:** After discussion about the reports, and having received clarification on questions regarding a number of items from both months, Treasurer Alex Wolfe expressed that the report format had been updated and represented more clarity, and that the reports for both months were ready for approval; it was moved by Wolfe, seconded by Viers, that the November and December financial reports be approved as presented. Ayes - Ball, Poniatowski, Schaller, Viers, Wolfe. Motion carried.

Additional financial issues discussed at this time: President Katie Poniatowski shared that SVSU had suggested application for a grant that would help offset the legal costs that the Board has incurred.

7. **Correspondence:** No correspondence had been received.
8. **Presentation:** No presentation was offered at this month's meeting.
9. **Directors' Report** - Bob Kurtz and Kristi Huestis gave details about many student activities, opportunities, and projects, and shared plans for upcoming staff professional

development and grant purchases to enhance student learning and environment. A copy of the Directors' Report will be available with the minutes of the meeting.

10. New Business

- a. **Educational Services Provider Sub-Committee:** Vice President Erin Viers, who heads the subcommittee, explained their findings and recommendations, and that the next step would be a decision-making process for the details of the contract and the many tasks that need to be assigned (either to Teachers First, or to an existing staff member or group); it was moved by Wolfe, seconded by Viers, that a tentative and undetailed agreement with Teachers First be pursued, with definition of terms and responsibilities to be created at the next possible meeting date; Ayes - Ball, Poniatowski, Schaller, Viers, Wolfe. Motion carried.

Additional discussion included possible "workshop" dates and times for review of possible ESP contract contents and terms, with no firm conclusion.

- b. **Resolution for Pre-Labor Day Start to the School Year:** In order to maintain the option to begin the school year prior to Labor Day, the Board must approve this waiver request and submit the approved resolution, with the other Lapeer County school districts, to the State of Michigan. Interim Director Bob Kurtz gave comments and answered questions regarding the resolution. Moved by Poniatowski, seconded by Wolfe, that the Board resolves to obtain a waiver such that the Chatfield School may begin the 25-26 school year prior to Labor Day; Ayes - Ball, Poniatowski, Schaller, Viers, Wolfe. The resolution is adopted.

11. Old Business

- a. **Surplus / Storage Unit Update:** Three storage units have been emptied and vacated, the cost savings will be represented in the January financial report; the Board expressed appreciation for Maintenance Director Craig Dumas' work on this project.
- b. **Cleaning Bid:** As discussed at previous meetings, Hi Tec Building Services have been dismissed and contract canceled (under terms), and the cleaning company that has been recommended after consideration of several bids is Creekside Cleaning Solutions; additional stipulations for this new company will be the identification of additional rates for special projects, a schedule for regular interaction between our maintenance director and a supervisor from Creekside to monitor and evaluate cleaning services, and provision to our maintenance director and regular updating of MSDS for any products used and provided by Creekside, to be stored at our building. Moved by Poniatowski, seconded by Schaller, that with these additional stipulations the Board approved a contract

with Creekside Cleaning Solutions at the annual cost provided with the accepted bid. Ayes - Ball, Poniatowski, Schaller, Viers, Wolfe. Motion carried.

- c. **Interim Director(s) Position Discussion:** Moved by Viers, seconded by Poniatowski, that the discussion of the roles of the interim Director and Asst. interim Director be tabled until the adoption of a new management solution, which work is ongoing. Ayes - Ball, Poniatowski, Schaller, Viers, Wolfe.

12. **Public Comment:** None at this time.

13. **Closed / Executive Session:** None on this date.

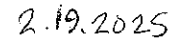
14. **Confirmation of Next Meeting:** Wednesday, February 19, 2025, 5:00 pm

15. **Adjournment:** moved by Wolfe, seconded by Viers, that the meeting be adjourned. Ayes - Ball, Poniatowski, Schaller, Viers, Wolfe. Motion carried.

Meeting adjourned at 5:52 pm. Meeting minutes and supporting documents respectfully submitted by Kristen Ball.



Kristen Ball



Date