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

Present at this meeting in an official capacity: Matt Schaller, Jennifer Vanacek, Alex Wolfe, Stephen Elzerman, Kristen Ball, Bob Kurtz (school co-director), Kristi Huestis (school co-director), Angela Irwin (SVSU appointed mentor for the Board), Frank Patterson (Teachers First)

1. **Call to Order:** 5:00 pm

2. **Roll Call:** Elzerman (present), Schaller (present), Vanacek (present), Wolfe (present), Ball (present)

3. **Approval of agenda:** Moved by Schaller, supported by Vanacek, the agenda be approved as presented. Ball - aye, Elzerman - aye, Schaller - aye, Vanacek - aye, Wolfe - aye. Motion carried.

4. **Presentations - PIE (Partners in Education):** Tina Hall, President of the PIE group, talked about three greatest areas of PIE engagement: fundraising, community/family events, and communication; she gave examples of many projects that were funded in previous years and already this year, upcoming events, volunteer opportunities, and the Fall Festival (coming up October 18) which constitutes the main fundraising event of the year and helps support many projects without asking for donations repeatedly; Tina answered questions and the Board thanked her for PIE's commitment to the school.

5. **Approval of Proposed Regular Meeting minutes from September 17, 2025:** Moved by Schaller, supported by Elzerman, the minutes be approved as presented. Ball - aye, Elzerman - aye, Schaller - aye, Vanacek - aye,
Wolfe - aye. Motion carried.

6. **Monthly Financials - September 2025:** Frank Patterson of TF/MM presented the financial reports for September, including the timeframe for potential initiation of State funding (now that the State has approved a budget) and its impact on current school finances, and grant award expectations; FP and Directors fielded questions on (what seemed to be) duplication of charges in the financial report and ongoing costs of offsite storage. Moved by Elzerman, supported by Schaller, the September financial report was approved. Ball - aye, Elzerman - aye, Schaller - aye, Vanacek - aye, Wolfe - aye. Motion carried.

7. **Correspondence:** None at this meeting.

8. **Public Comment (agenda items only):** None at this time.

9. **Directors' report:** Kristi Huestis and Bob Kurtz provided a comprehensive written report, and gave details on the data generated by the lunch surveys, grant funding to purchase instruments for the music program, compliance with the "Filter First" legislation from the State, and MSTEP results (with an explanation of how the results are used at the administrative and classroom levels).

10. **ESP Report:** Frank Patterson shared the written report from Teachers First, with graphs on compliance (with authorizer and State requirements) and updates on grants and State funding

11. **Old Business**
    a. **Policy Review:** Board Policy 5330, with updates approved at the September meeting, included wording that required modification in order that the Policy could be properly implemented; moved by Ball, supported by Schaller, the wording be approved as presented at this meeting. Ball - aye, Elzerman - aye, Schaller - aye, Vanacek - aye, Wolfe - aye. Motion carried.

12. **New Business**
    a. **Review / Approval of 25-26 Overnight Trips:** Per Board policy, all overnight student trips were presented and Board members had an opportunity to ask questions. Moved by Schaller, supported by Elzerman, the 2025-26 overnight trips for students were approved. Ball - aye, Elzerman - aye, Schaller - aye, Vanacek - aye, Wolfe - aye. Motion carried.

13. **Committee Reports**
    a. **Finance Committee:** Chair recapped the challenges posed by the budget delay; asked that the financial reports be provided earlier in the month; reiterated that the new State funding provides an additional $67 per student over the 24-25 budget; encouraged cautious spending until the funding begins; commented on the increase in the minimum wage (which will impact payroll) and the plans for drafting and adopting a budget amendment; Board members asked about capital expenditures and when projects could be proposed, and discussed the potential for modifying the main entrance
    b. **Wellness Committee:** No recent meeting to report, will meet next to review food service survey data

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

15. **Confirmation of next meeting:** Wednesday, November 19, 2025

16. **Security Planning - Closed / Executive Session**: Moved by Wolfe, supported by Schaller, the Board enter closed session pursuant to Section 8 (1)(h) of the Open Meetings Act to discuss material exempt from discussion or disclosure by state or federal statute, including written opinion of legal counsel which is subject to attorney-client privilege. Roll Call: Ball - aye, Elzerman - aye, Schaller - aye, Vanacek - aye, Wolfe - aye. Motion carried.

    Guests were asked to vacate the room at 6:15 pm. At the conclusion of the closed session, a unanimous vote was made to re-open the meeting to the public, and guests were invited back at 7:08 pm.

17. **Adjournment:** Moved by Schaller, supported by Elzerman, the meeting was adjourned. Ball - aye, Elzerman - aye, Schaller - aye, Vanacek - aye, Wolfe - aye. Motion carried.

Meeting adjourned at 7:09 pm. Meeting minutes respectfully submitted by Kristen Ball.

Kristen Ball
Kristen Ball

11.19.2025
Date