

The Chatfield School
*** Proposed ***
Minutes of the Board of Directors Regular Meeting
December 17, 2025 - 4:00 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), Michelle Kyles (Teachers First), Frank Patterson (Teachers First)

1. **Call to Order:** 4:00 pm
2. **Roll Call:** Elzerman (present), Schaller (present), Vanacek (present), Wolfe (present), Ball (present)
3. **Approval of agenda:** Moved by Elzerman, supported by Vanacek, the agenda be approved as presented. Ball - aye, Elzerman - aye, Schaller - aye, Vanacek - aye, Wolfe - aye. Motion carried.
4. **Presentations:** Tom Bowen, who is the newer member of the security team, introduced himself and gave a brief overview of his background, experiences, and credentials, and answered questions related to his law enforcement service to Oakland County.
5. **Approval of Proposed Regular Meeting minutes from November 19, 2025:** Moved By Schaller, supported by Vanacek, the minutes were approved as presented. Ball - aye, Elzerman - aye, Schaller - aye, Vanacek - aye, Wolfe - aye. Motion carried.
6. **Monthly Financials - November 2025:** Frank Patterson of TF/MM presented the financial reports for November, focusing on the grants and state aid that have been included in our funding, reiterating an expectation that it will take time for the income to catch up with expenses, and providing an overview that realistically our income (largely based on per-pupil state aid) will stagnate but expenses will grow as the school keeps up with cost of living increases. FP also agreed that a 3-5 year projection could be made allowing the Board to have a better idea of the expected needs. Moved by Vanacek, supported by Schaller, the November financial report was approved. Ball - aye, Elzerman - aye, Schaller - aye, Vanacek - aye, Wolfe - aye. Motion carried.
7. **Correspondence:** Dr. Wolfe read a letter received from a parent, discussing concerns about the response to an allegation of harassment of a student, and about a mandated equal response to each student's needs. Although the letter was submitted anonymously, the Board is glad to hear from families on any topic.
8. **Public Comment (agenda items only):** A staff member rose to compliment Mr. Bowen on his security practices at the school, commenting that his engagement with students and assistance in all areas, indoors and outdoors, has been well received.
9. **Directors' report:** Kristi Huestis and Bob Kurtz provided a comprehensive written report and made copies available to all attendees; they highlighted student accomplishments and activities, an inspection from the insurance provider (and resulting questions about a few electrical updates and the creation of a roof maintenance plan), and a review of the outstanding test scores and school index rating.

- 10. ESP Report:** Michelle Kyles provided a written report, with graphs on compliance (with authorizer and State requirements) and gave updates on state requirements; she has recently participated in the MAPSA (Michigan Association of Public School Academies) conference and shared that Chatfield was mentioned.

11. Old Business

- a. None at this time.

12. New Business

- a. **Student Handbook Item Amendment:** The co-directors proposed a change in the wording of Section G, Due Process (3), to align more closely with the corresponding Board policy; moved by Schaller, supported by Elzerman, the modified wording be adopted. Ball - aye, Elzerman - aye, Schaller - aye, Vanacek - aye, Wolfe - aye. Motion carried.

13. Committee Reports

- a. **Finance Committee:** Committee Chair (J. Vanacek) reported on the November meeting, including
- i. the discussion of and commitment to pursuit of an endowment option for potential benefactors, perhaps in partnership with the Lapeer County Community Foundation, and
 - ii. a proposal that the State aid portion known as "271 - Educator Compensation" be distributed to all salaried staff as a 2% stipend, to be paid during the month of January 2026, and that the co-directors asked to be excluded from the distribution
- Moved by Ball, supported by Wolfe, that the Board approve the proposal for use of the 271 funds as described. Ball - aye, Elzerman - aye, Schaller - aye, Vanacek - aye, Wolfe - aye. Motion carried.
- b. **Wellness Committee:** Committee Chair (M. Schaller) reported that a scheduled committee meeting had to be postponed due to a snow day, but that the committee would meet early in January; the food service budget excess must be addressed and a spend-down plan must be formulated.

14. Public Comments:

- A parent (mom) rose to comment on serious concerns about the discipline process, both handbook and Board policies, a specific incident of discipline involving her child, its impact on her family, and the appeal that she will make regarding the incident; the parent was prepared with a handout for the Board, detailing the items that she may not have time to speak to. The Board thanked her for her comments.
- A parent (dad) rose to comment on the same discipline incident, and his frustration at what he perceived was a lack of clarity about the process and lack of inclusion of all disciplinary aspects in the newly approved handbook modification, and wished that all disciplinary modifications would be approved at the Board level. The Board thanked him for his comments.
- A parent (mom) rose to comment on her own child's disciplinary incident, her frustration with the process used by the co-directors and disagrees with the decision of the co-directors in the disciplinary incident involving her child. The Board thanked her for her comments.
- The Board took this opportunity to thank Angie Irwin, who was appointed by SVSU as a mentor to the Board, and who will no longer be in that role after this meeting; Angie has been a guide, expert, assistant, and impartial supporter to our Board and will be greatly missed.

15. Confirmation of next meeting: Wednesday, January 21, 2026, at 5:00 pm

16. Adjournment: Moved by Schaller, supported by Vanacek, that the meeting be adjourned. Ball - aye, Elzerman - aye, Schaller - aye, Vanacek - aye, Wolfe - aye. Motion carried.

Meeting adjourned at 4:53 pm. Proposed meeting minutes and supporting documents respectfully submitted by Kristen Ball.