

The Chatfield School
*** Proposed ***
Minutes of the Board of Directors Regular Meeting
August 12, 2026 - 5:00 PM

Present at this meeting in an official capacity: Stephen Elzerman, Tina Hall, Matt Schaller, Alex Wolfe, Kristen Ball, Bob Kurtz (school co-director), Kristi Huestis (school co-director)

1. **Call to Order:** 5:00 pm
2. **Roll Call:** Elzerman (present), Schaller (present), Wolfe (present), Ball (present)
3. **Approval of agenda:** With the addition of one item, the swearing in of new Board member Tina Hall, it was moved by Ball, supported by Elzerman, the agenda be approved. Ball - aye, Elzerman - aye, Schaller - aye, Wolfe - aye. Motion carried.
4. **Swearing in of Board Member:** After reading the oath of office and swearing to support the constitution of the United States and of the State of Michigan, etc., Christina (Tina) Hall was formally accepted as a new Board member, with notarization of her signature on the oath to follow.
5. **Presentations:** Child Advocacy Center of Lapeer presented their program purpose, funding, goals, an outline of the program, affiliations, and gave information about legal compliance with "Erin's Law" and how Chatfield could benefit from participating in the program. The representatives answered questions and the Board thanked them for their presentation and for giving their time for this important work.
6. **Approval of Proposed Regular Meeting minutes from July 15 , 2026:** Moved by Schaller, supported by Elzerman, the minutes were approved. Ball - aye, Elzerman - aye, Schaller - aye, Wolfe - aye. Motion carried.
7. **Monthly Financials - July 2026:** Monthly financial documentation was compiled by Deb Pert, presented by Amy Swantek, and reviewed by co-directors Huestis and Kurtz and Board members. Amy Swantek shared briefly the expected conditions of borrowing to maintain appropriate cashflow, and we can expect an interest rate of 5.9% on our loan. Moved by Schaller, supported by Elzerman, the July financial report was accepted as presented. Ball - aye, Elzerman - aye, Schaller - aye, Wolfe - aye. Motion carried.
8. **Correspondence:** A letter from a parent was shared and included in the Board members' packet; the correspondent expressed concerns about her child's classroom experience and a specific teacher. The Board thanks all correspondents for their willingness to communicate suggestions, concerns, and feedback on all topics.
9. **Public Comments:** None at this time.
10. **Directors' report:** Kristi Huestis and Bob Kurtz provided a comprehensive written report and made copies available to all attendees; they updated the Board on the progress of building projects including the preparation of the new kitchen equipment and completion of summer renovations, shared information from the annual superintendents' legal update, talked about training and activities for staff as the new year approaches, and gave a curriculum and instruction update.

11. ESP Report: Teachers First provided a report including training opportunities, evaluation information, and HR update.

12. Old Business

- a. **Approval / Adoption of Athlete-Parent Code of Conduct:** New this year, the co-Directors worked with AD Lowell Boyle to develop a code for both student athletes and parents. Moved by Ball, supported by Schaller, the code of conduct was adopted. Ball - aye, Elzerman - aye, Schaller - aye, Wolfe - aye. Motion carried.

13. New Business

- a. **MHSAA Membership Resolution:** The Michigan High School Athletic Association has oversight of school athletic activities, and as our middle schoolers participate with Lapeer students, we resolve to comply with the requirements as outlined in the agreement. Moved by Schaller, supported by Elzerman, the resolution was adopted. Ball - aye, Elzerman - aye, Schaller - aye, Wolfe - aye. Motion carried.
- b. **Class trip overnight approvals:** The school sponsors four overnight trips annually. Details and dates were shared with Board members, and it was moved by Schaller, supported by Elzerman, the trips were approved. Ball - aye, Elzerman - aye, Schaller - aye, Wolfe - aye. Motion carried.

14. Committee Reports

- a. **Finance Committee:** No meeting since the previous Board meeting.
- b. **Wellness Committee:** No meeting since the previous Board meeting.

15. Public Comments: None at this time.

16. Confirmation of next meeting: Wednesday, September 16, 2026, at 5:00pm

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

Meeting adjourned at 6:06 pm. Proposed meeting minutes and supporting documents respectfully submitted by Kristen Ball.