

The Chatfield School
Minutes of the Board of Directors Regular Meeting
March 19, 2025 - 5:00 PM

Present at this meeting in an official capacity: Katie Poniatowski, Erin Viers, Matt Schaller, Alex Wolfe, Kristen Ball, Bob Kurtz (school co-director), Kristi Huestis (school co-director), Angela Irwin (consultant for governance transition appointed by SVSU)

1. **Call to Order Time:** 5:00 PM
2. **Roll Call:** Viers (present), Schaller (present), Wolfe (present), Poniatowski (present), Ball (present)
3. **Approval of Agenda:** Moved by Poniatowski and seconded by Viers to approve the agenda, with an addition of a New Business topic regarding credit cards used by the school, item 11.c. Ayes - Ball, Poniatowski, Schaller, Viers, Wolfe. Motion carried.
4. **Presentation:** Four Middle School students gave a presentation on the ALLY group (Accepting Learners Leading Youth), who model great citizenship, find value in all students, and uplift others; students talked about their ongoing fundraiser, pickle sales, and their initiative to start a school safety patrol with the guidance of AAA of Michigan; Board members expressed their appreciation and support of the group.
5. **Approval of Minutes:** Moved by Poniatowski, seconded by Schaller, that the minutes of the regular meeting of February 19, 2025, be amended to include two modifications/corrections and then approved. Ayes - Ball, Poniatowski, Schaller, Viers, Wolfe. Motion carried.
6. **Approval of March 2025 Financial Report:** As the current financial report was not available to Board members or school leaders until shortly before the meeting, it was moved by Poniatowski, seconded by Viers, that approval of the report be tabled until the April Board meeting. Ayes - Ball, Poniatowski, Schaller, Viers, Wolfe. Motion carried.
7. **Correspondence:** None presented.
8. **Public Commentary:** A current security staff member rose to comment on the details of our current transition in security protocols. The Board thanked him for his input.
9. **Directors' Reports:** Bob Kurtz and Kristi Huestis (respectively) gave reporting on K-8 parent/student/teacher conferences, open houses for new or potential enrollees, upcoming enrollment lottery, competitive successes of the archery program and band students, recent field studies, initiation of the new cleaning plans and new staff, upcoming standardized test preparation and plans for April, professional development for instructional staff, posting for a social worker position, development of summer

reading and enrichment programs, and PIE (Partners in Education) activities including the hammock garden, "Books & Braids", donations toward a new popcorn machine and bus costs for an upcoming field study.

10. **Teachers First Report:** No report was available, as Teachers First administrative staff was unable to attend. Paul Kaliszewski, from Midwest Management, shared that he had learned of a security assessment that we could benefit from: Secure Environment Consultants would award a financial amount equivalent to the cost of the assessment (net neutral) to do a comprehensive review of our security needs. The Board thanked Mr. Kaliszewski for bringing this to our attention.

11. **New Business**

- a. **Sibling Enrollment Policy:** discussion was had pertaining to the school policies for sibling enrollment, and creating clearer definitions about automatic enrollment of siblings of current students; Board members agreed that more research and consideration was important and this topic should be addressed at a later date.
- b. **Security Planning - Closed / Executive Session:** Moved by Schaller, seconded by Viers, 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. Ayes - Ball, Poniatowski, Schaller, Viers, Wolfe. Motion carried.

Room cleared of guests, closed session commenced at 5:44 pm and ended 6:28 pm. Moved by Viers, seconded by Poniatowski, the board return to open session. Ayes – Ball, Poniatowski, Schaller, Viers, Wolfe. Motion carried. Open session re-commenced at 6:30 pm. Guests welcomed back into the room.

- c. **Credit Card management:** It is necessary to update the management of the school credit cards to reflect the current leaders as signers on these accounts; moved by Wolfe, seconded by Viers, that any/all credit lines in use by the school reflect removal of the previous leaders from the accounts and addition of Robert Kurtz and Kristi Huestis. Ayes - Ball, Poniatowski, Schaller, Viers, Wolfe. Motion carried.

12. **Old Business**

- a. **Board of Directors vacancy:** The protocol for filling the upcoming Board vacancy was reviewed, and a reminder that the deadline for the submission of applications is April 15, 2025. Applications would be submitted to the school leaders, and the Board will review at the April regular meeting; a recommendation will then be forwarded to SVSU for approval.

- b. **Policy costs:** Most recently adopted policy additions, deletions, and revisions have been forwarded to the National Institute of Charter Schools for inclusion with our published Board policies, available on BoardDocs. Board members will review newly recommended policy changes as they occur, to determine whether purchases will be necessary or fees will be incurred as a stipulation of a policy under consideration, and make provision for those monetary requirements if they are to be adopted.

13. **Public Comment:** An instructional staff member rose to voice concerns regarding ongoing questions about the new Teachers First Employee Handbook, including the implications of employment severance rules, contract completion compensation, and additional contract questions, and offered appreciation for the ability to have a recent field study experience; an instructional staff member rose to voice strong concerns about the imminent choices regarding security protocols and shared past discussion regarding student and school security; an instructional staff member rose to comment that a collaborative team of staff and parents has been used in the past to consider security protocols. Staff members were thanked for their questions, concerns, and commentary.

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

Meeting adjourned at 6:55 pm. Meeting minutes respectfully submitted by Kristen Ball.



Kristen Ball

4.16.25

Date