



The Regular meeting of the Central Montcalm Public School Board of Education was called to order by President Bill Simpson in the High School Student Learning Center on Monday, June 16, 2025 at 7:00 p.m.

Present: Bill Simpson, Jamie Hansen-Hopkins, Brennan Bowen, Betty Wakefield, Lisa Lund
Absent: Jim Lingeman, Rob Train

Superintendent's Report:

1. Spring All State/All Conference Athletic Recognition: Athletic Director Kris Kolbe was proud to highlight achievements from our students and coaches this season in the CSAA White division.
 - a. Bruce Nicholson – Varsity Softball
 - b. Bob Luginbuhl – Varsity Baseball
 - c. Michelle Hoffman – Girls Track & Field
 - d. Kris Kolbe – Boys Track & Field
2. Hornet Highlights:
 - a. Adult Education is pleased that 35 graduates completed the program this May. Some students earned a GED certificate, but most completed credits to earn a Central Montcalm High School diploma.
 - b. Our Middle School hallways are being refreshed with new carpet and tile work.
 - c. In honor of Marty's last Board Meeting, the trustees shared a prepared tribute thanking him for 31 years of service to Central Montcalm Public School. Mr. James has filled the roles of teacher, coach, High School activity coordinator, principal and superintendent, touching many lives in our district and community.

Previous Concerns: None at this time.

President Simpson opened the floor to public comment on agenda items: None at this time.

Motion by Bowen, supported by Hansen-Hopkins, to accept and approve the following minutes as submitted: Special and Regular Meeting minutes of May 19, 2025. Those in favor 5, opposed 0. Motion carried.

Motion by Lund, supported by Wakefield, to accept and approve the Finance Report for the period ended May 31, 2025. Those in favor 5, opposed 0. Motion carried.

Motion by Hansen-Hopkins, supported by Bowen, to ratify the payment of bills for May 2025 for the amount of \$1,172,125.04. Those in favor 5, opposed 0. Motion carried.

President Simpson began the Truth-In-Taxation Budget Hearing at 7:23 pm. Information concerning the 2024-2025 amendments and 2025-2026 allocations were presented by Jessica Aldridge.

Motion by Lund, supported by Wakefield, to adopt the 2025 Tax Levy for Central Montcalm Public School at the following amounts: Operating millage on non-homestead - 16.1794 mills; 1999 Debt



millage – 2.1000; 2016 Debt millage – 1.7400. Roll Call Vote: Aye – Bowen, Hansen-Hopkins, Lund, Simpson, Wakefield. Nay – none. Those in favor 5, opposed 0. Motion carried.

Motion by Wakefield, supported by Bowen, to adopt the resolution amending the General Fund Budget and Appropriations for 2024-2025.

Resolved, that this resolution shall amend the general education appropriations of Central Montcalm Public Schools for the fiscal year **2024-2025**, an act to amend appropriations, to provide for expenditure of the appropriations and to provide for the disposition of all income received by the Central Montcalm Public Schools.

Be it further resolved, that the total revenues and unappropriated fund balance estimated to be available in the general education fund of the school district for fiscal year **2024-2025** are amended as follows:

	<u>Original</u>	<u>Amended</u>	<u>Change</u>
Revenues:			
Local Sources	2,357,668	2,386,097	28,429
State Sources	15,791,349	16,391,855	600,506
Federal Sources	709,251	1,459,669	750,418
Other Finance Sources	529,609	685,654	156,045
Total Revenue	<u>19,387,877</u>	<u>20,923,275</u>	<u>1,535,398</u>
 Fund Balances - June 30, 2024:			
Non-Spendable	214,200	214,200	-
Restricted			-
Committed			-
Assigned	654,085	654,085	-
Unassigned	<u>5,929,515</u>	<u>5,929,515</u>	-
Fund Balance Available to Appropriate	<u>6,583,600</u>	<u>6,583,600</u>	-
 Total Available to Appropriate	<u>25,971,477</u>	<u>27,506,875</u>	<u>1,535,398</u>

Be it further resolved that \$21,384,193 of the total available to appropriate in the general education fund is hereby appropriated by amendment in the amounts and for the purposes set forth below:

Expenditures			
Instruction - Basic Programs	8,669,510	9,024,627	355,117
Instruction - Added Needs	2,770,329	2,538,672	(231,657)
Support - Pupil	1,514,625	1,418,750	(95,875)
Support - Instructional Staff	806,326	1,031,310	224,984
Support - General Administration	408,548	529,219	120,671
Support - School Administration	1,157,846	1,247,191	89,345
Support - Business Services	257,532	264,373	6,841
Support - Operation & Maintenance	2,172,686	2,636,731	464,045
Support - Pupil Transportation	1,138,900	1,683,822	544,922
Support- Central Services	576,083	420,486	(155,597)
Support - Athletics and Other	501,346	516,936	15,590
Community Services	28,994	38,238	9,244
Debt Service Payments	32,473	32,474	1
Outgoing Transfers & Other Transactions	<u>6,764</u>	<u>1,364</u>	<u>(5,400)</u>
Total Appropriated	<u>20,041,962</u>	<u>21,384,193</u>	<u>1,342,231</u>



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Be it further resolved, that no Board of Education member or employee of the school district shall expend any funds or obligate the expenditure of any funds except pursuant to appropriations made by the Board of Education and in keeping with the budgetary policy statement hitherto adopted by the Board. Changes in the amount appropriated by the Board shall require approval of the Board.

Be it further resolved, that the Superintendent is hereby charged with general supervision of the execution of the budget adopted by the Board and shall hold the department heads responsible for performance of their responsibilities within the amounts appropriated by the Board of Education and in keeping with the budgetary policy statement hitherto adopted by the Board.

Roll Call Vote: Aye – Bowen, Hansen-Hopkins, Lund, Simpson, Wakefield. Nay – none. Those in favor 5, opposed 0. Motion carried.

Motion by Lund, supported by Bowen, to adopt the resolution amending the Food Service Budget and Appropriations for 2024-2025.

Resolved, that this resolution shall amend the food service fund appropriations of Central Montcalm Public Schools for the fiscal year **2024-2025**, an act to amend appropriations, to provide for expenditure of the appropriations and to provide for the disposition of all income received by the Central Montcalm Public Schools.

Be it further resolved, that the total revenues and unappropriated fund balance estimated to be available in the food service fund of the school district for fiscal year **2024-2025** are amended as follows:

	<u>Original</u>	<u>Amended</u>	<u>Change</u>
Revenues:			
Local Sources	46,650	59,800	13,150
State Sources	119,731	99,898	(19,833)
Federal Sources	1,040,584	1,067,100	26,516
Other Finance Sources	<u>7,114</u>	<u>1,514</u>	<u>(5,600)</u>
Total Revenue	<u>1,214,079</u>	<u>1,228,312</u>	<u>14,233</u>
Fund Balances - June 30, 2024:			
Non-Spendable	9,155	9,155	-
Restricted	445,065	445,065	-
Committed			-
Assigned			-
Unassigned			-
Fund Balance Available to Appropriate	<u>445,065</u>	<u>445,065</u>	<u>-</u>
 Total Available to Appropriate	 <u>1,659,144</u>	 <u>1,673,377</u>	 <u>14,233</u>

Be it further resolved that \$1,314,252 of the total available to appropriate in the food service fund is hereby appropriated by amendment in the amounts and for the purposes set forth below:

Expenditures			
Support - Food Service	1,118,953	1,234,252	115,299
Other Finance Uses	<u>80,000</u>	<u>80,000</u>	<u>0</u>
Total Appropriated	<u>1,198,953</u>	<u>1,314,252</u>	<u>115,299</u>

Be it further resolved, that no Board of Education member or employee of the school district shall expend any funds or obligate the expenditure of any funds except pursuant to appropriations made by the Board of Education and in keeping with the budgetary policy statement hitherto adopted by the Board. Changes in the amount appropriated by the Board shall require approval of the Board.



Be it further resolved, that the Superintendent is hereby charged with general supervision of the execution of the budget adopted by the Board and shall hold the department heads responsible for performance of their responsibilities within the amounts appropriated by the Board of Education and in keeping with the budgetary policy statement hitherto adopted by the Board.

Roll Call Vote: Aye – Bowen, Hansen-Hopkins, Lund, Simpson, Wakefield. Nay – none. Those in favor 5, opposed 0. Motion carried.

Motion by Lund, supported by Wakefield, to adopt the resolution amending the Special Revenue Budget and Appropriations for 2024-2025.

Resolved, that this resolution shall amend the special revenue-student/school activities fund appropriations of Central Montcalm Public Schools for the fiscal year **2024-2025**, an act to amend appropriations, to provide for expenditure of the appropriations and to provide for the disposition of all income received by the Central Montcalm Public Schools.

Be it further resolved, that the total revenues and unappropriated fund balance estimated to be available in the special revenue-student/school activities fund of the school district for fiscal year **2024-2025** are amended as follows:

	<u>Original</u>	<u>Amended</u>	<u>Change</u>
Revenues:			
Other Transactions	<u>275,000</u>	<u>330,000</u>	<u>55,000</u>
Total Revenue	<u>275,000</u>	<u>330,000</u>	<u>55,000</u>
 Fund Balances - June 30, 2024:			
Non-Spendable			-
Restricted			-
Committed	234,419	234,419	-
Assigned			-
Unassigned			-
Fund Balance Available to Appropriate	<u>234,419</u>	<u>234,419</u>	<u>-</u>
 Total Available to Appropriate	<u>509,419</u>	<u>564,419</u>	<u>55,000</u>

Be it further resolved that \$310,000 of the total available to appropriate in the special revenue-student/school activities fund is hereby appropriated by amendment in the amounts and for the purposes set forth below:

Expenditures			
Other Student/School Activity	<u>270,000</u>	<u>310,000</u>	<u>40,000</u>
Total Appropriated	<u>270,000</u>	<u>310,000</u>	<u>40,000</u>

Be it further resolved, that no board of education member or employee of the school district shall expend any funds or obligate the expenditure of any funds except pursuant to appropriations made by the board of education and in keeping with the budgetary policy statement hitherto adopted by the board. Changes in the amount appropriated by the board shall require approval of the board.

Be it further resolved, that the Superintendent is hereby charged with general supervision of the execution of the budget adopted by the Board and shall hold the department heads responsible for performance of their responsibilities within the amounts appropriated by the Board of Education and in keeping with the budgetary policy statement hitherto adopted by the Board.

Roll Call Vote: Aye – Bowen, Hansen-Hopkins, Lund, Simpson, Wakefield. Nay – none. Those in favor 5, opposed 0. Motion carried.



Motion by Wakefield, supported by Bowen, to approve the resolution for the General Fund Budget and Appropriations for 2025-2026.

Resolved, that this resolution shall be the general education appropriations of Central Montcalm Public School for the fiscal year **2025-2026**, an act to make appropriations, to provide for expenditure of the appropriations and to provide for the disposition of all income received by the Central Montcalm Public School.

Be it further resolved, that the total revenues and fund balance estimated to be available in the general education fund of the school district for fiscal year **2025-2026** are as follows:

Revenues:	Local	2,435,960	
	State	14,927,361	
	Federal	824,186	
	Other Transactions	<u>523,199</u>	
	Total Revenue		18,710,706
Fund Balance:	Fund Balance, July 1, 2025	6,336,882	
	Nonspendable - Inventory	0	
	Nonspendable - Prepaid Expenditures	0	
	Committed for Unemployment	<u>0</u>	
	Unassigned Fund Balance		<u>6,336,882</u>
	Total Available to Appropriate		25,047,588

Be it further resolved that \$19,451,929 of the total available to appropriate in the general education fund is hereby appropriated in the amounts and for the purposes set forth below:

Expenditures	Instruction - Basic Programs	7,935,257
	Instruction - Added Needs	2,511,959
	Support - Pupil	1,397,311
	Support - Instructional Staff	911,448
	Support - General Administration	412,347
	Support - School Administration	1,208,605
	Support - Business	273,406
	Support - Operation & Maintenance	2,252,163
	Support - Pupil Transportation	1,398,360
	Central Services	502,871
	Athletics and Other	562,880
	Community Services	51,483
	Debt Service Payments	32,475
	Outgoing Transfers & Other Transactions	<u>1,364</u>
	Total Appropriated	19,451,929

Be it further resolved, that no board of education member or employee of the school district shall expend any funds or obligate the expenditure of any funds except pursuant to appropriations made by the board of education and in keeping with the budgetary policy statement hitherto adopted by the board. Changes in the amount appropriated by the board shall require approval of the board.



Roll Call Vote: Aye – Bowen, Hansen-Hopkins, Lund, Simpson, Wakefield. Nay – none. Those in favor 5, opposed 0. Motion carried.

Motion by Lund, supported by Bowen, to approve the resolution for the Food Service Budget and Appropriations for 2025-2026.

Resolved, that this resolution shall be the food service fund appropriations of Central Montcalm Public Schools for the fiscal year **2025-2026**, an act to make appropriations, to provide for expenditure of the appropriations and to provide for the disposition of all income received by the Central Montcalm Public Schools.

Be it further resolved, that the total revenues and fund balance estimated to be available in the food service fund of the school district for fiscal year **2025-2026** are as follows:

Revenues:	Local	57,286	
	State	114,926	
	Federal	1,122,800	
	Other Financing Sources	<u>1,364</u>	
	Total Revenue		1,296,376
Fund Balance:	Fund Balance, July 1, 2025	368,280	
	Nonspendable - Inventory	0	
	Nonspendable - Prepaid Expenditures	0	
	Unassigned - Other	0	
	Committed for Unemployment	<u>0</u>	
	Unassigned Fund Balance		<u>368,280</u>
	Total Available to Appropriate		1,664,656

Be it further resolved that \$1,219,682 of the total available to appropriate in the food service fund is hereby appropriated in the amounts and for the purposes set forth below:

Expenditures	Food Service	1,139,682
	Other Financing Uses	<u>80,000</u>
	Total Appropriated	1,219,682

Be it further resolved, that no board of education member or employee of the school district shall expend any funds or obligate the expenditure of any funds except pursuant to appropriations made by the board of education and in keeping with the budgetary policy statement hitherto adopted by the board. Changes in the amount appropriated by the board shall require approval of the board.

Roll Call Vote: Aye – Bowen, Hansen-Hopkins, Lund, Simpson, Wakefield. Nay – none. Those in favor 5, opposed 0. Motion carried.

Motion by Wakefield, supported by Hansen-Hopkins, to approve the resolution for the Special Revenue Budget and Appropriations for 2025-2026.

Resolved, that this resolution shall be the special revenue-student/school activities fund appropriations of Central Montcalm Public School for the fiscal year **2025-2026**, an act to make appropriations, to provide for expenditure of the appropriations and to provide for the disposition of all income received by the Central Montcalm Public School.



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Be it further resolved, that the total revenues and fund balance estimated to be available in the special revenue-student/school activities fund of the school district for fiscal year **2025-2026** are as follows:

Revenues:	Other Transactions	<u>310,000</u>	
	Total Revenue		310,000
Fund Balance:	Fund Balance, July 1, 2025	<u>254,419</u>	
	Committed Fund Balance		<u>254,419</u>
	Total Available to Appropriate		564,419

Be it further resolved that \$310,000 of the total available to appropriate in the special revenue-student/school activities fund is hereby appropriated in the amounts and for the purposes set forth below:

Expenditures	Other Student/School Activity	<u>310,000</u>
	Total Appropriated	310,000

Be it further resolved, that no board of education member or employee of the school district shall expend any funds or obligate the expenditure of any funds except pursuant to appropriations made by the board of education and in keeping with the budgetary policy statement hitherto adopted by the board. Changes in the amount appropriated by the board shall require approval of the board.

Roll Call Vote: Aye – Bowen, Hansen-Hopkins, Lund, Simpson, Wakefield. Nay – none. Those in favor 5, opposed 0. Motion carried.

Old Business: None at this time.

President Simpson addressed the consent agenda.

1. To accept the resignation of Sandra Penner, CMUE Custodian, effective June 6, 2025
2. To accept the resignation of Amy Kolbe, 8th Grade Volleyball Coach, Schedule B only, effective May 30, 2025
3. To employ Alison Stauffer as Summer School Elementary Paraprofessional, effective June 10, 2025
4. To employ Charity Stephens as Assistant Superintendent of Continuous Improvement, effective July 1, 2025
5. To employ Jeff Wernette as Principal at CMMHS, effective July 1, 2025, salary to be determined
6. To employ Dana McGinty as Special Education Teacher at CMUE, effective August 11, 2025, contingent on criminal and unprofessional background checks
7. To employ Hannah Thomas as 2nd Grade Teacher at CME, effective August 11, 2025, contingent on criminal and unprofessional background checks
8. To employ Jennifer Denman as 4th Grade Teacher at CMUE, effective August 11, 2025, contingent on criminal and unprofessional background checks
9. To employ Linsey Christensen as Secondary Special Education Teacher at CMMHS, effective August 11, 2025, contingent on criminal and unprofessional background checks
10. To employ Michelle Hoffman as Cross-Country Head Coach, per Schedule B, effective May 27, 2025
11. To employ Steve Wilson as Cross-Country Assistant Coach, per Schedule B, effective June 9, 2025
12. To employ Nicole Long as CMUE DCIT System Facilitator, per Schedule B, effective August 11, 2025

Motion by Hansen-Hopkins, supported by Bowen, to approve the consent agenda as presented.
Those in favor 5, opposed 0. Motion carried.



New Business:

The trustees reviewed the following NEOLA policy updates as a first reading.

- a. po131.1 Bylaws and Policies
- b. po2340 Field Trips and other District-Sponsored Trips
- c. po3144 Administrative Compensation
- d. po4430 Leaves of Absence
- e. po5320 Immunization
- f. po5330 Use of Medications
- g. po5330.01 Epinephrine Auto-Injectors
- h. po5350 Student Health, Well-Being, and Suicide Prevention
- i. po5460 Graduation Requirements
- j. po6320 Purchasing
- k. po8320 Personnel Files
- l. po8510 Wellness
- m. po8640 Transportation for Field and other District-Sponsored Trips (rescind)

Motion by Hansen-Hopkins, supported by Lund, to renew membership with the Montcalm County School Board Association (MCSBA) for the school year July 1, 2025 – June 30, 2026. Trustee Lisa Lund will act as representative and Trustee Jim Lingeman will act as alternate for the remainder of 2025, as named during the January 20, 2025 CMPS Board of Education organizational meeting. Those in favor 5, opposed 0. Motion carried.

Motion by Lund, supported by Bowen, to participate in the Montcalm Area ISD Collaborative Schools-of-Choice Program for the 2025-2026 school year. Roll Call Vote: Aye – Bowen, Hansen-Hopkins, Lund, Simpson, Wakefield. Nay – none. Those in favor 5, opposed 0. Motion carried.

Motion by Hansen-Hopkins, supported by Wakefield, to update the authorized signatories on the listed internal accounts effective July 1, 2025.

General Fund – Amanda McLaughlin, Patricia Root, Susan Yaw, William Simpson, Jamie Hansen-Hopkins, Lisa Lund

Flexible Spending Account – Amanda McLaughlin, Patricia Root, Susan Yaw

2005 Refunding Debt Fund – Amanda McLaughlin, Patricia Root, Susan Yaw, William Simpson, Jamie Hansen-Hopkins, Lisa Lund

Payroll Account – Amanda McLaughlin, Patricia Root, Susan Yaw

Sweep Fund – Amanda McLaughlin, Patricia Root, Susan Yaw

Safety Deposit Box – Amanda McLaughlin, Susan Yaw

Roll Call Vote: Aye – Bowen, Hansen-Hopkins, Lund, Simpson, Wakefield. Nay – none. Those in favor 5, opposed 0. Motion carried.

Motion by Hansen-Hopkins, supported by Lund, to designate Charity Stephens as the District's McKinney-Vento Homeless Liaison effective July 1, 2025. Roll Call Vote: Aye – Bowen, Hansen-Hopkins, Lund, Simpson, Wakefield. Nay – none. Those in favor 5, opposed 0. Motion carried.



Motion by Wakefield, supported by Bowen, to designate Jeff Wernette and Abigail LaVictor as Title IX Coordinators in accordance with guidelines and recommendations effective July 1, 2025. Roll Call Vote: Aye – Bowen, Hansen-Hopkins, Lund, Simpson, Wakefield. Nay – none. Those in favor 5, opposed 0. Motion carried.

Motion by Lund, supported by Bowen, to ratify annual membership with the Michigan High School Athletic Association and to approve the terms and conditions contained in the By-Laws and Current Handbook for the 2025-2026 school year. Roll Call Vote: Aye – Bowen, Hansen-Hopkins, Lund, Simpson, Wakefield. Nay – none. Those in favor 5, opposed 0. Motion carried.

Motion by Wakefield, supported by Hansen-Hopkins, to approve the employment contract of Charity Stephens as Assistant Superintendent for the term of three years from July 1, 2025, to and including June 30, 2028. Roll Call Vote: Aye – Bowen, Hansen-Hopkins, Lund, Simpson, Wakefield. Nay – none. Those in favor 5, opposed 0. Motion carried.

Motion by Lund, supported by Hansen-Hopkins, to approve the employment contract of Amanda McLaughlin as Superintendent for the term of three years from July 1, 2025, to and including June 30, 2028. Roll Call Vote: Aye – Bowen, Hansen-Hopkins, Lund, Simpson, Wakefield. Nay – none. Those in favor 5, opposed 0. Motion carried.

Trustee Bowen voiced a citizen concern about a teacher using the school dumpsters for personal use. The recommendation of the Board is for administration to address this issue as inappropriate behavior at the Back-to-School staff meetings in August.

President Simpson opened the floor to public comment on non-agenda items. There were no comments.

The Board of Education presented a commemorative ceramic apple and pendulum wall clock to Mr. James as retirement gifts.

Motion by Lund, supported by Bowen, to adjourn the regular meeting at 8:01 p.m. Those in favor 5, opposed 0. Motion carried.

Respectfully submitted,
Jamie Hansen-Hopkins
Board Secretary