

# July 3, 2025 - Regular Board Meeting

Thursday, July 3, 2025 8:30 AM

Mill Creek Academy Library, 9039 Old State Hwy 72, Williamsburg, MI 49690

## I. CALL TO ORDER: ROLL CALL/PLEDGE OF ALLEGIANCE

### Board of Education:

President Kwin Morris  
Vice President Kaitlyn Pasik  
Secretary Kyle Arnold  
Treasurer Carey Tafelsky  
Trustee Lorraine Berak

### Central Staff:

Principal Nate Plum  
Executive Assistant Kortni Huron  
Director of Finance Laurie McCann

## II. CHANGES AND ADDITIONS TO THE AGENDA:

## III. CONSENT AGENDA:

### APPROVAL OF MINUTES

- June 5, 2025 - Regular Board Meeting Minutes
- June 19, 2025 - Budget Hearing Meeting Minutes
- June 19, 2025 - Workshop Meeting Minutes

## IV. APPROVAL OF BILLS

- General Fund - \$15,868.42

## V. COMMUNICATIONS FROM THE PUBLIC ON ANY TOPIC:

Time limitations: Fifteen minutes per item,  
three minutes per speaker per item.

## VI. ACTION ITEMS:

### VI.A. 36-25 APPROVAL OF SUMMER 2025 OPEN

#### ENROLLMENT WINDOW

**RESOLVED:** To approve the Open Enrollment Window for Mill Creek Academy from August 4 - August 22, 2025.

## VII. CORRESPONDENCE TO AND FROM THE BOARD OF

### EDUCATION:

## VIII. SCHEDULED ACTIVITIES/FUTURE MEETINGS:

- August 7, 2025 - Regular Board Meeting, 5pm

## IX. ADJOURNMENT:

June 5, 2025 - Regular Board Meeting  
Thursday, June 5, 2025 5:00 PM Eastern

Mill Creek Academy Library  
9039 Old State Hwy 72  
Williamsburg, MI 49690

Kyle Arnold: Present  
Lorraine Berak: Present  
Kwin Morris: Present  
Kaitlyn Pasik: Present  
Carey Tafelsky: Present  
Present: 5.

**I. CALL TO ORDER: ROLL CALL/PLEDGE OF ALLEGIANCE**

**Board of Education:**

**President Kwin Morris**

**Vice President Kaitlyn Pasik**

**Secretary Kyle Arnold**

**Treasurer Carey Tafelsky**

**Trustee Lorraine Berak**

**Central Staff:**

**Interim Principal Nate Plum**

**Executive Assistant Kortni Huron**

**Director of Finance Laurie McCann**

**II. CHANGES AND ADDITIONS TO THE AGENDA:**

To approve the agenda with no changes or additions. This motion, made by Lorraine Berak and seconded by Carey Tafelsky, Carried.

Kyle Arnold: Yea, Lorraine Berak: Yea, Kwin Morris: Yea, Kaitlyn Pasik: Yea, Carey Tafelsky: Yea

Yea: 5, Nay: 0

**III. CONSENT AGENDA:**  
**APPROVAL OF MINUTES**

- May 1, 2025 - Regular Meeting Minutes

**APPROVAL OF BILLS**

- General Fund - \$26,467.05

To approve the Consent Agenda as presented. This motion, made by Carey Tafelsky and seconded by Kaitlyn Pasik, Carried.

Kyle Arnold: Yea, Lorraine Berak: Yea, Kwin Morris: Yea, Kaitlyn Pasik: Yea, Carey Tafelsky:

Yea

Yea: 5, Nay: 0

**IV. COMMUNICATIONS FROM THE PUBLIC ON ANY TOPIC:**

**Time limitations: Fifteen minutes per item, three minutes per speaker per item.**

None.

**V. DISCUSSION ITEMS:**

- Enrollment Update
- Open Enrollment - August 2025
- Authorization Visit
- July Board Meeting Date/Time
- End-of-Year Luncheon
- Open Board Seat
  
- Enrollment Update - Bryan/Nate gave an update on enrollment as the window is still open. Six students have requested to enroll.
- Open Enrollment - August 2025 - The District is looking to open the enrollment window again in August.
- Authorization Visit - Reschedule from May to this fall instead.
- July Board Meeting Date/Time - The board discussed to keep it on July 3rd, but move it to 8:30am.
- End-of-Year Luncheon - Bryan invited the board to the luncheon on the last day of school.
- Open Board Seat - This open seat will take a recommendation to fill and it will now be for a 3-year term instead of one.

**VI. ACTION ITEMS:**

**VI.A. 33-25 APPROVAL OF RECOMMENDATION OF \_\_\_\_\_ FOR BOARD SEAT TERM VACANCY**

**RESOLVED:** That \_\_\_\_\_ be approved for the open Mill Creek Academy three-year term seat, as discussed.

To approve the resolution to nominate Lorraine Berak to fill the seat term vacancy. This motion, made by Kaitlyn Pasik and seconded by Carey Tafelsky, Carried.

Kyle Arnold: Yea, Lorraine Berak: Yea, Kwin Morris: Yea, Kaitlyn Pasik: Yea, Carey Tafelsky: Yea

Yea: 5, Nay: 0

**VII.**

**PRINCIPAL REPORT:**

- End-of-Year Highlights
- Staffing Update

- End-of-Year Highlights - Principal Plum reported that so many field trips were completed at the end of the year. The 5th Grade graduation will take place on June 6th at 9am and the slideshow will take place at 11am.
- Staffing Update - Next year will look very similar to this year. There is a PE position to fill and the application process has been completed. There is also a paraprofessional vacancy that will be posted soon. Thank you to Mrs. Lee for filling in in the preschool classroom until the end of the year.

**VIII. CORRESPONDENCE TO AND FROM THE BOARD OF EDUCATION:**

None.

**IX. SCHEDULED ACTIVITIES/FUTURE MEETINGS:**

- June 6, 2025 - Last 1/2 Day of School
- June 6, 2025 - End of Year Staff Luncheon
- June 17, 2025 - Summer School Begins
- June 19, 2025 - Budget Hearing 5:00 pm
- June 19, 2025 - Board Workshop 5:15 pm
- July 3, 2025 - Regular Board Meeting

**X. ADJOURNMENT:**

To adjourn at 5:51 p.m. This motion, made by Lorraine Berak and seconded by Carey Tafelsky, Carried.

Kyle Arnold: Yea, Lorraine Berak: Yea, Kwin Morris: Yea, Kaitlyn Pasik: Yea, Carey Tafelsky: Yea

Yea: 5, Nay: 0

June 19, 2025 - Budget Hearing  
Thursday, June 19, 2025 5:00 PM Eastern

Mill Creek Academy Library  
9039 Old State Hwy 72  
Williamsburg, MI 49690

Kyle Arnold: Present  
Lorraine Berak: Present  
Kwin Morris: Present  
Kaitlyn Pasik: Present  
Carey Tafelsky: Present  
Present: 5.

**I. CALL TO ORDER: ROLL CALL/PLEDGE OF ALLEGIANCE**

**Board of Education:**

**President Kwin Morris**

**Vice President Kaitlyn Pasik**

**Secretary Kyle Arnold**

**Treasurer Carey Tafelsky**

**Trustee Lorraine Berak**

**Central Staff:**

**Interim Principal Nate Plum**

**Executive Assistant Kortni Huron**

**Director of Finance Laurie McCann**

**II. CHANGES AND ADDITIONS TO THE AGENDA:**

To approve the agenda with no changes or additions. This motion, made by Lorraine Berak and seconded by Kaitlyn Pasik, Carried.

Kyle Arnold: Yea, Lorraine Berak: Yea, Kwin Morris: Yea, Kaitlyn Pasik: Yea, Carey Tafelsky: Yea

Yea: 5, Nay: 0

**III. COMMUNICATIONS FROM THE PUBLIC ON ANY TOPIC:**

**Time limitations: Fifteen minutes per item, three minutes per speaker per item.**

None.

**IV.**

**DISCUSSION ITEMS:**

- FINAL BUDGET FOR FISCAL YEAR 2024-2025
- ORIGINAL BUDGET HEARING FOR FISCAL YEAR 2025-2026

Laurie McCann presented the budgets.

**V. ADJOURNMENT:**

To adjourn at 5:43p.m. This motion, made by Carey Tafelsky and seconded by Kaitlyn Pasik,  
Carried.

Kyle Arnold: Yea, Lorraine Berak: Yea, Kwin Morris: Yea, Kaitlyn Pasik: Yea, Carey Tafelsky:  
Yea

Yea: 5, Nay: 0

June 19, 2025 - Workshop Meeting  
Thursday, June 19, 2025 5:15 PM Eastern

Mill Creek Academy Cafeteria  
9039 Old State Hwy 72  
Williamsburg, MI 49690

Kyle Arnold: Present  
Lorraine Berak: Present  
Kwin Morris: Present  
Kaitlyn Pasik: Present  
Carey Tafelsky: Present  
Present: 5.

**I. CALL TO ORDER: ROLL CALL/PLEDGE OF ALLEGIANCE**

**Board of Education:**

**President Kwin Morris**

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**Central Staff:**

**Interim Principal Nate Plum**

**Executive Assistant Kortni Huron**

**Director of Finance Laurie McCann**

**II. CHANGES AND ADDITIONS TO THE AGENDA:**

To approve the agenda with no changes or additions. This motion, made by Carey Tafelsky and seconded by Kaitlyn Pasik, Carried.

Kyle Arnold: Yea, Lorraine Berak: Yea, Kwin Morris: Yea, Kaitlyn Pasik: Yea, Carey Tafelsky: Yea

Yea: 5, Nay: 0

**III. COMMUNICATIONS FROM THE PUBLIC ON ANY TOPIC:**

**Time limitations: Fifteen minutes per item, three minutes per speaker per item.**

None.

**IV. ACTION ITEMS:**

**IV.A. 34-25 APPROVAL OF FINAL 2024-2025 GENERAL FUND BUDGET**

**RESOLVED:** That the Final 2024-2025 General Fund Budget be approved, as presented by the Director of Finance.

To approve the resolution as presented. This motion, made by Carey Tafelsky and seconded by Lorraine Berak, Carried.

Kyle Arnold: Yea, Lorraine Berak: Yea, Kwin Morris: Yea, Kaitlyn Pasik: Yea, Carey Tafelsky: Yea

Yea: 5, Nay: 0

**IV.B. 35-25 APPROVAL OF ORIGINAL 2025-2026 GENERAL FUND BUDGET**

**RESOLVED:** That the original 2025-2026 General Fund Budget be approved, as presented by the Director of Finance.

To approve the resolution as presented. This motion, made by Lorraine Berak and seconded by Kaitlyn Pasik, Carried.

Kyle Arnold: Yea, Lorraine Berak: Yea, Kwin Morris: Yea, Kaitlyn Pasik: Yea, Carey Tafelsky: Yea  
Yea: 5, Nay: 0

**V. DISCUSSION ITEMS:**

- August 7, 2025 Meeting Time

The board discussed keeping the August 7, 2025, board meeting time at 5:00 p.m.

**VI. SCHEDULED ACTIVITIES/FUTURE MEETINGS:**

- July 3, 2025 - Regular Board Meeting, 8:30 a.m.

**VII. ADJOURNMENT:**

To adjourn at 5:50 p.m. This motion, made by Kyle Arnold and seconded by Lorraine Berak, Carried.

Kyle Arnold: Yea, Lorraine Berak: Yea, Kwin Morris: Yea, Kaitlyn Pasik: Yea, Carey Tafelsky: Yea  
Yea: 5, Nay: 0

Mill Creek Academy  
 AP General Fund  
 6/6/25 thru 7/3/25

Ck Number	Ck Status	Vendor Name	Amount	Ck Date
1074	Printed	Axium Services	6,635.16	6/6/2025
1075	Printed	DTE Energy	468.16	6/6/2025
1076	Printed	Jessica Lawrence	63.99	6/6/2025
1077	Printed	Michael's Place	613.00	6/6/2025
1078	Printed	NWEA	384.00	6/6/2025
1079	Printed	Ricoh	131.88	6/6/2025
1080	Printed	TruGreen	828.00	6/6/2025
1081	Printed	Deepak Prabhaker	332.30	6/11/2025
1082	Printed	Elk Rapids Area Chamber Of Commerce	1,350.00	6/11/2025
1083	Printed	Jennifer Haggerty	96.35	6/11/2025
1084	Printed	Lisa Zipser	21.19	6/11/2025
1085	Printed	Northwest Education Services	1,665.00	6/11/2025
1086	Printed	X-Cel Chemical Specialties North, LLC	781.93	6/11/2025
1087	Printed	Follett Software, LLC	967.17	6/18/2025
1088	Printed	Scholastic Book Fairs	1,530.29	6/18/2025
		<b>Total</b>	<b>15,868.42</b>	