



MINUTES  
BOARD OF EDUCATION MEETING  
AUGUST 18, 2025  
5:30 PM

- 1) Call to Order – The meeting was called to order by President Mary Schaab at 5:30 p.m.
- 2) Pledge of Allegiance
- 3) Roll Call showed the following board members present: Mary Schaab, Mike Weessies, Lisa Tyler, Wanda Lee Suits, Craig Scott  
  
Members Absent: None
- 4) Registration of Guests – None
- 5) Approval of Agenda with Additional Items and Order of Priority – It was moved by Mr. Weessies and supported by Mr. Scott to approve the agenda as presented. All Ayes (5) Nays (0) Motion carried.
- 6) Consent Agenda – It was moved by Mr. Scott and supported by Ms. Suits to approve the Consent Agenda consisting of the following items. All Ayes (5) Nays (0) Motion carried.
  - a) Minutes of the July 21, 2025 Organizational Meeting, the Minutes of the July 21, 2025 Regular Meeting, and the Minutes of the July 21, 2025 Closed Session.
  - b) Financial Statements
    - Resolution - Board Treasurers Report
    - Balance Sheet
    - Budget to Actual Comparison
    - Purchase Orders Over \$5,000
    - Purchasing Card Transactions
    - Report of Vendor Payments of \$5,000 or Greater

Total YTD General Fund Expenditures 2024-25	\$ 44,852,352
Total YTD Special Education Fund Expenditures 2024-25	\$ 38,710,069
<i>Fund Balances: June 2025 – Period 13</i>	
General Fund	\$ 8,203,244
Special Education Fund	\$ 2,312,292
School Lunch Fund	\$ (9,840)
Vocational Education Fund	\$ 3,630,919
School Activity Fund	\$ 90,500
Capital Projects Fund (General)	\$ 1,935,201
Capital Projects Fund (CTC)	\$ 3,769,886

Total YTD General Fund Expenditures 2025-26	\$ 1,844,498
Total YTD Special Education Fund Expenditures 2025-26	\$ 1,946,702
<i>Fund Balances: July 2025</i>	
General Fund	\$ 5,441,823
Special Education Fund	\$ (286,381)
School Lunch Fund	\$ 12,201
Vocational Education Fund	\$ 3,406,728
School Activity Fund	\$ 90,500
Capital Projects Fund (General)	\$ 2,252,092
Capital Projects Fund (CTC)	\$ 5,412,382

- 7) Communications – None.
- 8) Public Participation in the MAISD Board of Education Meeting – None.
- 9) Reports
  - a) Superintendent's Report
    - 1) Head Start Report – Mr. Lindquist noted the Head Start Program Report dated August 2025, and the Head Start Financial Report for the Grant Year December 2024 – November 2025 with activity through July 2025.
  - b) Financial Report – Mr. Schluentz provided a financial report for July 2025.
  - c) Education Update – Creating Healthy Schools – Dan Gorman, Deb Warren, Elissa Penczar – Creating Health Schools is a program of the MAISD. One of the pillars of CHS is to increase food literacy in Muskegon County Schools. Their areas of focus are Student Leadership, Food Literacy, and Local Food sources.
- 10) Old Business – None.
- 11) New Business
  - a) It was moved by Ms. Suits and supported by Ms. Tyler to approve the MAISD 2025-26 Emergency Operations Plan. All Ayes (5) Nays (0) Motion carried.
  - b) It was moved by Ms. Tyler and supported by Mr. Weessies to approve the purchase of a new modified 2025 Dodge ProMaster van with lift from MobilityWorks Commercial for \$77,412. All Ayes (5) Nays (0) Motion carried.
  - c) It was moved by Mr. Weessies and supported by Mr. Scott to approve the installation and purchase of door controls, fire/motion sensors and security cameras at the Construction Trades/Maintenance Facility from Knight Watch for \$55,271.89. All Ayes (5) Nays (0) Motion carried.
  - d) It was moved by Mr. Scott and supported by Ms. Suits to approve the closing of our savings account at Best Financial Credit Union and the transfer of \$285,047 plus accrued interest into Fifth Third Bank checking. All Ayes (5) Nays (0) Motion carried.
  - e) It was moved by Ms. Suits and supported by Ms. Tyler to approve the amended Muskegon County Virtual Academy (MCVA) 2025-26 Calendar. All Ayes (5) Nays (0)

Motion carried.

- f) It was moved by Ms. Tyler and supported by Mr. Weessies to approve the appointment of Alecia Johnson, representing Reeths-Puffer Schools, to the MAISD Special Education Parent Advisory Committee. All Ayes (5) Nays (0) Motion carried.
- g) It was moved by Mr. Weessies and supported by Mr. Scott to approve the re-appointment of Stephanie Detamore, representing Fruitport Community Schools, to the MAISD Special Education Parent Advisory Committee. All Ayes (5) Nays (0) Motion carried.
- h) It was moved by Mr. Scott and supported by Ms. Suits to approve the 2025-2026 Student/Parent Handbook for the Lakeshore Learning Center (LLC) program. All Ayes (5) Nays (0) Motion carried.
- i) It was moved by Ms. Suits and supported by Ms. Tyler to approve the 2025-2026 Student/Parent Handbook for Wesley School and Transition at Craig Campus. All Ayes (5) Nays (0) Motion carried.
- j) It was moved by Ms. Tyler and supported by Mr. Weessies to approve the 2025-2026 Student/Parent Handbook for the Career Tech Center. All Ayes (5) Nays (0) Motion carried.
- k) It was moved by Mr. Weessies and supported by Mr. Scott to approve the 2025-2026 Contract Renewal for the Audiologist (Cheryl Henderson). All Ayes (5) Nays (0) Motion carried.
- l) It was moved by Mr. Scott and supported by Ms. Suits to approve the FY 2026 Head Start/Early Head Start grant of \$10,466,511 with a non-federal share waiver request of \$313,995. All Ayes (5) Nays (0) Motion carried.
- m) It was moved by Ms. Suits and supported by Ms. Tyler to approve a November 2025 Longevity Pay for Head Start/Early Head Start/GSRP employees employed on the Early Childhood Center payscale. All Ayes (5) Nays (0) Motion carried.
- n) It was moved by Ms. Tyler and supported by Mr. Weessies to approve the Head Start Five-Year Program Goals and Year 1 Action Plans. All Ayes (5) Nays (0) Motion carried.
- o) It was moved by Mr. Weessies and supported by Mr. Scott to approve the Out-of-State Conference Requests and Overnight Field Trip Requests as follows. All Ayes (5) Nays (0) Motion carried.
  - 1) Jeff Fielstra, Director of Technology  
Cybersecurity Incident Response & Management Course  
August 11-15, 2025  
Houston, TX
  - 2) Mary Bradley & Sarah Yakes, Targeted Technical Assistance Coaches  
Jessica Plummer, ECSE Consultant  
Two (2) Additional Targeted Technical Assistance Coaches  
TLC Conference - Teach Learning Coaching

October 5-7, 2025  
Phoenix, AZ

- 3) Ashley Bultema, Family Advocate Coordinator  
Head Start Parent, Family & Community Engagement (PFCE) Conference  
December 8-11, 2025  
Orlando, FL
- 4) Deanna Holman, Academic Coach, Regional Assistance Grant (RAG)  
Bernard Brown, Director of Career & Technical Education  
Alex Harsay - Principal, Career Tech Center  
Four (4) Muskegon Public Schools Educators  
ACTE CareerTech VISION 2025  
December 9-12, 2025  
Nashville, TN

p) It was moved by Mr. Scott and supported by Ms. Suits to approve the Employment of the Following Personnel. All Ayes (5) Nays (0) Motion carried.

- 1) Emily Hildebrant - Special Education Teacher - Deaf/Hard of Hearing Program - Effective 07/28/25
- 2) Timothy Patterson - Maintenance - Effective 08/04/25
- 3) Alexander Harsay - Principal - Career Tech Center - Effective 08/04/25
- 4) Genesis Husted - Teacher - Early Childhood - Effective 08/11/25
- 5) Janice Buist - Work-Based Learning Placement Specialist for LEA & MCVA - Effective 08/18/25
- 6) Michael Lupa - Targeted Technical Assistance Coach - Effective 08/18/25
- 7) Zakiya Farmer - Instructional Assistant - Wesley School - Effective 08/19/25
- 8) Kendra Croll - Teacher Academy Technician - Career Tech Center - Effective 08/19/25
- 9) William Wierenga - Auto Collision & Refinishing Technician - Career Tech Center - Effective 08/19/25
- 10) Kathryn Renna - Hospitality & Food Management Technician - Career Tech Center - Effective 08/19/25
- 11) Amanda Hubbard - Preschool Teacher - Early Childhood - Effective 08/25/25
- 12) Anetri'a Conyers - Behavior Specialist - Early Childhood - Effective 08/25/25
- 13) Julie Busa - Behavior Specialist - Early Childhood - Effective 08/25/25

- q) It was moved by Ms. Suits and supported by Ms. Tyler to approve the Following New Positions/Changes. All Ayes (5) Nays (0) Motion carried.
- 1) Grants Financial Specialist - MAISD South - New Position
  - 2) Community Health Worker (CHW) Program Instructor - Career Tech Center - New Position
  - 3) Muskegon Heights Early Childhood Special Education Teacher - New Position
  - 4) General Education Co-Teacher - Lakeshore Learning Center - New Position
  - 5) Jesse Rickard - Move to Associate Superintendent for Administrative Services - Effective 09/01/25
  - 6) Mya Wall - Enrollment & Compliance Specialist - Early Head Start - Effective 09/01/25
  - 7) Kelly Kamin - Move to General Education Co-Teacher at Lakeshore Learning Center - Effective 08/19/25
  - 8) Jennifer Morris - Move to Muskegon Heights Early Childhood Special Education Teacher - Effective 08/18/25
- r) The Board acknowledged the Retirement/Resignation/Layoff/Separation of the following personnel.
- 1) Samantha Prescott - Head Start Facilitator - Early Childhood - Resignation - Effective 08/14/25
  - 2) Stephanie Lamb - ASD Teacher - Wesley School - Resignation - Effective 08/15/25
  - 3) Diane Burnett - Benefits Coordinator - Resignation - Effective 08/31/25
- s) It was moved by Ms. Tyler and supported by Mr. Weessies to approve the resolution authorizing public entity membership in the West Michigan Health Insurance Pool (WMHIP). All Ayes (5) Nays (0) Motion carried.
- t) It was moved by Mr. Weessies and supported by Mr. Scott to approve the following Board Policies. All Ayes (5) Nays (0) Motion carried.
- 4221 - Employee Speech
  - 5407 - Instructional Program and Curriculum Development
- 12) Other – None.

13) Adjournment

There being no further business, the meeting adjourned at 6:11 p.m.

Signed: \_\_\_\_\_  
Wanda Lee Suits, Secretary

\_\_\_\_\_  
Mary Schaab, President

Date Approved: \_\_\_\_\_