

MANCELONA PUBLIC SCHOOLS
Board of Education
Minutes of Regular Meeting
September 9, 2025

Present: Thompson, Derrer, Bisson, Ross, Musselman, Clark, MacQuarrie

Central Office Staff: Frolo, Meeder, Phillips

President Thompson called the meeting to order at 4:31 p.m.

Approval of Agenda

Musselman/Derrer approve the agenda

YES: 7

NO: 0

Motion carried.

Citizens Comments

None

Consent Agenda

Musselman/MacQuarrie to approve the Consent Agenda Items:

A. Minutes of the regular meeting and the goal setting meeting held on August 12, 2025

B. Monthly Finance: Approve Accounts Payable checks for the dates and amounts of: **GENERAL FUND:** 8/12/2025 - \$75,819.15; 8/26/205 - \$129,836.79 **BOND FUND:** 8/12/2025 - \$603,337.56

C. Accept the resignation from Allison Osborn as the high school English teacher.

D. Accept the resignation from Heather Cunningham as an elementary coach.

E. Accept the recommendation to hire James Everidge for the assistant football coaching position.

F. Accept the recommendation to hire Melanie Griffore for the varsity softball coaching position.

G. Accept the recommendation to hire Justin Hall for the elementary gym teaching position.

H. Accept the recommendation to hire Shandra Sweet-Hock as the middle school science teacher.

I. Accept the recommendation to hire Samantha Variot for the GSRP teaching position.

J. Accept the recommendation to hire Rebecca Owen as an elementary assistant.

K. Accept the recommendation to hire Kerri Bowen as a 1st grade teacher.

L. Approve the high school schedule.

YES: 7
NO: 0
Motion carried.

Administrators Report: **Bernadette Pletcher** reported there are a lot of new students. Pre-K started this week. The Fall Festival and Trunk or Treat events are being planned. **Jake Murray** stated it was a good start to the school year. Positive reviews for new electives. NWEA testing has started to determine baselines. **Trent Naumcheff** stated Jeri Dorr is temporarily in the English teaching position, hoping to find a permanent solution soon.

Communities In Schools of NWMI: **Amy Burk** reported CIS Fall Celebration will be held on September 27th at the Railroad Square in Kalkaska. Pennants will be sold that represent encouragement, school pride, and community support. The annual College Fair will be held on October 9th at the high school gym.

Three Lakes Association: Carlina Luchenbill reported on her internship Plan Survey of Clam Lake 2025. Plants were collected and identified. No invasive species were found in Clam Lake.

Superintendent's Report: Our first day with K-12 students was September 2, followed by preschoolers joining this week, and it has been wonderful to have the buildings full of energy again. Enrollment is currently at 781, slightly above the budgeted 770, though numbers will continue to adjust until count day on October 1. Union negotiations are ongoing, with contracts for assistants, secretaries, and bus drivers ready for signatures, while discussions with teachers continue. Early Childhood welcomed over 50 new students, and both centers are working hard to build strong, safe learning environments, including new parent pick-up options and a secure playground fence. Transportation has smoothed out after initial challenges, food service provided nearly 20,000 meals over the summer, and custodial staff have gone above and beyond to prepare schools. Technology updates included Windows 11 upgrades and Chromebook inspections, with a strong ticket resolution rate. Bond and maintenance projects improved lighting, signage, ceiling tiles, solar panels, turf painting, and asphalt paths, all thanks to community support. Central Office has been busy with staffing, contracts, payroll, negotiations, and preparing for the November election, while the district audit was reported as successful.

Finance Report: Shelly Meeder: The annual audit for the year ending June 30, 2025, was completed thanks to outstanding teamwork across all departments, and it was described as the best audit yet—requiring no correcting journal entries. The General Fund closed with a balance of just over \$4.53 million, an increase of \$91,898 and only a 0.7% variance from the final budget, well within the 2% benchmark. The Food Service Fund showed a small decrease of \$2,642, a much better result than the projected \$41,141 loss, largely due to a lower-than-expected final invoice from Chartwells. The Daycare Fund broke even despite significant transitions, improving from a projected loss of \$24,665 thanks to stronger revenue from private pay and DHHS reimbursements. The 2023 bond payment schedule noted on page 83.

Superintendent Tina Frollo reviewed MStep, PSAT and NWEA testing scores.

Items for Future Consideration: Kim Musselman asked how the lack of State budget will affect us and other districts. Tina Frollo indicated we are financially ok however; other districts may have to take out loans.

Musselman/Bisson adjourn the meeting at 5:30 p.m.

Yes: 7

No: 0

Motion carried.

Respectfully submitted,



Laurie Phillips, Administrative Assistant



Kim Musselman, Secretary