

Manchester Community Schools - Board of Education Regular Meeting- In-Person and via Zoom  
June 16, 2025 – 6:00pm

**Unofficial Meeting Minutes**

The Regular Board of Education meeting was called to order by President Sandra Wiitala at 6:00pm.

Members present: Sandra Wiitala, Jennifer Caszatt, Colleen Schoenfeld, Sarah Roth, Brandon Woods.

Absent: Michael Tindall, Rebecca Harvey

The Agenda was approved by Roth, supported by Schoenfeld. Roll call vote: All yes (5-0)

The Board reviewed Robert's Rules and Board Policy 161.

Minutes of the Special Board of Education Meeting on May 21, 2025 were approved. Motion by Schoenfeld, support by Roth. Roll call vote: All yes (5-0)

Minutes of the Special Board of Education Meeting on June 2, 2025 at 5:15pm were approved. Motion by Wiitala, support by Schoenfeld. Roll call vote: All yes (5-0)

Minutes of the Special Board of Education Meeting on June 2, 2025 at 5:30pm were approved. Motion by Schoenfeld, support by Roth. Roll call vote: All yes (5-0)

Minutes of the Board of Education Contract Negotiation Committee Meeting on June 4, 2025 were approved. Motion by Caszatt, support by Roth. Roll call vote: All yes (5-0)

Minutes of the Board of Education Contract Negotiation Committee Meeting on June 6, 2025 were approved. Motion by Caszatt, support by Wiitala. Roll call vote: All yes (5-0)

Minutes of the Board of Education Contract Negotiation Committee Meeting on June 10, 2025 were approved. Motion by Roth, support by Schoenfeld. Roll call vote: All yes (5-0)

**TREASURER'S REPORT**

The Treasurer's Report was approved. Motion by Wiitala, support by Roth. Roll call vote: All yes (5-0)

**COMMUNICATION**

- A. Public Questions/Comments - None

**OLD BUSINESS**

- A. Board Policies

- a. Revisions

- a. 3120.08 - EMPLOYMENT OF PERSONNEL FOR CO-CURRICULAR / EXTRA-CURRICULAR ACTIVITIES
    - b. 5330.02 - OPIOID ANTAGONISTS
    - c. 5340 - STUDENT ACCIDENTS
    - d. 5550 - STUDENT CONDUCT
    - e. 7440.03 - SMALL UNMANNED AIRCRAFT SYSTEMS
    - f. 8321 - CRIMINAL JUSTICE INFORMATION SECURITY (NON-CRIMINAL JUSTICE AGENCY)
    - g. 1130 - CONFLICT OF INTEREST
    - h. 3110 - CONFLICT OF INTEREST
    - i. 4110 - CONFLICT OF INTEREST
    - j. 6110 - GRANT FUNDS

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- k. 6111 - INTERNAL CONTROLS
- l. 6112 - CASH MANAGEMENT OF GRANTS
- m. 6114 - COST PRINCIPLES - SPENDING FEDERAL FUNDS
- n. 6325 - PROCUREMENT - FEDERAL GRANTS / FUNDS
- o. 6550 - TRAVEL PAYMENT & REIMBURSEMENT
- p. 7310 - DISPOSITION OF SURPLUS PROPERTY
- q. 7450 - PROPERTY INVENTORY

The Board approved the policy revision as presented. Motion by Schoenfeld, support by Wiitala.  
Roll call vote: All yes (6-0)

b. NEW

- a. 7540.09 - ARTIFICIAL INTELLIGENCE (AI) - NEW

The Board approved the new policy as presented. Motion by Roth, support by Wiitala. Roll call vote: All yes (5-0)

B. Handbook Updates

- a. Jr/Sr High School Student Handbook - Motion by Schoenfeld and Support by Wiital to approve the Handbook as presented. The Board discussed the Handbook and possible adjustments to be made. Motion by Schoenfeld rescinded. Motion by Wiital and supported by Schoenfeld to add the Jr/Sr High School Student Handbook to the Regular July meeting.

C. Curriculum

- 1. Jr Sr High School Course Descriptions - Course descriptions were approved as presented. Motion by Roth, support by Wiitala. Roll call vote: All yes (5-0)

NEW BUSINESS

- A. Retiring staff were honored and thanked for their dedication to our students and families. Thank you to Suzane Birgy, Donna Clark, Jill Bondy, Karen Lorenz and Brad Bezeau for your commitment to Manchester Community Schools.
- B. Resolution of State Aid – The Board approved the resolution as presented. Motion by Roth, support by Caszatt. Roll call vote: All yes (5-0)
- C. School Bond Loan Fund - The Board adopted the resolution School Bond Loan Fund - The Board approved the estimated amount to repay from the School Loan Revolving fund for the 2025 - 2026 fiscal year and certifies the amount of qualified debt millage to be levied as presented. Motion by Roth, support by Schoenfeld. Roll call vote: All yes (5-0)
- D. MHSAA Membership Resolution - The Board accepted the resolution as proposed. Motion by Caszatt, support by Roth Roll call vote: All yes (5-0)
- E. MASB Membership - The Board approved the 2025-2026 Michigan Association of School Boards annual membership fee as presented. Motion by Schoenfeld, support by Wiitala. Roll call vote: All yes (5-0)
- F. Mi Cloud Project -B. Brurrsema presented on the project. The Board approved the Superintendent of the CFO to approve Mi Cloud Contract when it comes through. Motion by Schoenfeld, support by Wiitala. Roll call vote: All yes (5-0)
- G. Superintendent Contract - The Board welcomed Mr. Head and read a brief summary. Mr Head spoke and thanked the Board and the Community. He also thanked Dr. Bezeau for his work and doing what is best for the kids. The Board approved the contract for Steven Head as presented. Motion by Schoenfeld, support by Roth. Roll call vote: All yes (5-0)

PERSONNEL

- 1. New Hires
  - 1. New Hires & Position Changes

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Department	Position	Name	Hire Date	<i>Relationship to District</i>	
				District	3rd Party
Athletics	Athletic Secretary	Kory Vetitoe	5/27/2025	X	
Athletics	HS Sideline Cheer Coach	Alana Baron	6/6/2025		X

New personnel were accepted as presented. Motion by Novess, support by Harvey. Roll call vote: All yes (5-0)

## 2. Resignations - None

### DISCUSSION ITEMS/REPORT

- A. Klager / MECC - Klager Elementary Honorably Mentioned for the School Wellness Award. Our Leadership Rendezvouses are solidifying our school wide expectations and bringing joy and community to our Klager Families. Congratulations to our Klager Students of the MoKlager earned the Bronze Award for School Wellness by demonstrating a strong commitment to fostering a healthy school environment. This recognition is part of the Michigan School Wellness Award program, which encourages schools to implement sustainable policies promoting healthy eating, physical activity, and tobacco-free lifestyles. To achieve this award, Klager established coordinated school health teams, developed an SEL curricular structure, and implemented long-term wellness initiatives.
- B. Riverside - None
- C. Jr.-Sr. High School - As the academic year draws to a close, gratitude is conveyed for all of the effort, commitment, and assistance received. The students' development and accomplishments were astounding. Through reading, spending time in nature, or engaging in athletic events and creative pursuits, students are encouraged to continue their education and exploration throughout the summer.
- D. Athletics - The Varsity Softball team finished the season with a run to the state quarter-finals. The team finished the season with a 17-16 record, 10-12 in conference for 8th place, and then won their district at North Adams, and their regional at Morenci. Congratulations to the young ladies and to their Coach Katie McClure on an outstanding season!! Track had a successful season. The boys finished 3rd in the conference, won their regional, finished 5th in the MITCA team states, and 10th in the MHSAA states. The girls finished 9th in conference, 4th in regionals. Congratulations to these teams and Coach Coltre. Girls Soccer won the conference and lost in the district finals. Coach Tar did an outstanding job with a young team to win the conference. Congratulations to the team and Coach Tar. Baseball finished tied for 5th in the conference with a 13-9 conference record and was 13-15 overall..
- E. Special Education - The department will continue to monitor caseloads and staffing levels closely. A follow-up review is planned for the fall, once the new superintendent assumes his role. This review will help determine whether further adjustments are necessary to ensure that staffing levels align with student needs while maintaining compliance and the delivery of high-quality services.
- F. Business Office - Has been busy preparing for Budget Hearing.
- G. Buildings & Grounds - It has been busy in Buildings & Grounds. We have been supporting the end of year projects for all of the student activities and Bond work happening in the District.
- H. School Nurse - The Sports Clinic for physicals was a success and we received positive feedback from parents on the convenience.
- I. PTSA - None

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- J. PTO - None
- K. Board - Thank you Dr Bezeau for time here at Manchester Community Schools

SUPERINTENDENT'S REPORT - Dr. Bezeau - This is my final Board Meeting tonight and I would like to thank Shannon Cajic, Laura Neal, and Michael Tindall and all who have helped along the way for their support throughout the time I have spent here.

PUBLIC PARTICIPATION -

- L. Neal - Thank you to those who are retiring.
- D. Matthies - Thank you to those who are retiring.

UPCOMING DATES

- June 26, 2025 - Budget Hearing

OTHER -The Board scheduled an MLI Workshop Orientation on July 29, 2025 at 6:00pm. Motion by Wiitala, support by Caszatt. Roll call vote: All yes (5-0)

ADJOURNMENT

Motion by Caszatt, support by Wiitala to adjourn meeting at 7:05pm. Roll call vote: All yes (5-0)