Hillsdale Community Schools
Board of Education

REGULAR BOARD OF EDUCATION MEETING
June 23, 2025

I. Call to Order

President Hoffman called the meeting to order at 6:01 p.m. which was held in the Hillsdale High School library.

II. Pledge of Allegiance

III. Recognition of Guests

Members Present

Nicole Hoffman
Kathy Petersen
Rebecca Portteus
Matt Gordon
Jeff Kunkel

Members Absent

Dan LaRue
Chris Sumnar

Administration Present

Ted Davis, Superintendent
Becky LaFollette, Gier Principal
Josh Perrin, HHS Principal
Allison Wirick, Bailey Early Childhood Center Director
Katie Stebelton, DMS Principal
Josh Sepanik, Athletic Director/Dean of Students
Jeremy LaFollette, Maintenance Supervisor
Emily Hale, Food Service Supervisor
Patty Knapp, Business Manager
Alyssa Smith, Business Manager

Guests

Heather Bigelow
Jonathan Jackson

IV. Consent Agenda

A. Approval of Minutes - May 19, 2024 – regular board meeting
May 28, 2025 - special board meeting
June 9, 2025 - work session

B. Finance

B1. Treasurer's Receipts

Treasurer's receipts for May 2025 are as follows:

General Fund	$ 1,652,389.88
Building & Site	$ 9,280.91

Food Service	$ 132,486.93
Activity	$ 30,333.39

B2. Bills Payable

Expenditures for May 2025 are as follows:

General Fund	$ 1,666,635.36
Building & Site	$ 16,124.00
Food Service	$ 89,988.20
Activity	$ 31,397.08

Moved by Petersen, supported by Portteus to approve the consent agenda as presented

5 Ayes 0 Nays Motion passed

B2. Bills under separate action

Check #	General Fund	Amount
109423	Stillwell Ford	$67,454.00

Moved by Petersen, supported by Portteus to approve the consent agenda as presented

4 Ayes 0 Nays Hoffman Abstained Motion passed

V. Communications

A. Written

B. Public

VI. Information & Proposals from Board, Superintendent & Staff

A. Committee Reports

Personnel & Finance 6/18

B. Superintendent's Report

-Mindy Rimer - Summer custodial position
-Josh Perrin - HHS Principal resignation 6/30/25
-Kylene Bozung-6th grade teacher - resignation 6/02
-Alicia Cully - DMS Art teacher - resignation 8/31
-Summer Spurgeon - 6th grade teacher - resignation 8/31
-Matt Duff - HHS baseball varsity coach - resignation 6/30
-Lauren Whedon - HHS softball varsity coach - resignation 6/30
-Mary Piper - HHS secretary - resignation 8/04
-Patty Newton - Summer routing secretary
-Dan Williams - bus driver - resignation 6/13
-Bus Radio Upgrade with the ISD
-Heather Bigelow - Admin Assist for Finance (transfer)
-Update on the PATHS program
-Performance Services Update
-Principal Selection committee
-Jodie Clark - Principal Hillsdale High School
-Building Principal Salary Unification
-Thank you to Josh Perrin

VII. Old/New Business

A. Personnel

1. Coaching Hires
   Moved by Petersen supported by Portteus to approve the slate of coaches as presented.
   5 Ayes 0 Nays Motion passed

2. Alyssa Boyde - 1st grade teacher
   Moved by Portteus supported by Petersen to hire Alyssa Boyd as a teacher.
   5 Ayes 0 Nays Motion passed

3. Kobe Baker - 4th grade teacher
   Moved by Petersen supported by Portteus to hire Kobe Baker as a teacher.
   5 Ayes 0 Nays Motion passed

4. Contract Extensions for Non-Union Personnel
   Moved by Portteus supported by Petersen to approve contract extensions for Non-Union Personnel for the 25-26 school year.
   5 Ayes 0 Nays Motion passed

5. Principal Salaries
   Moved by Petersen supported by Portteus to approve a unified salary schedule for Principals as presented.
   5 Ayes 0 Nays Motion passed

6. Jodie Clark - Principal Hillsdale High School
   Moved by Petersen supported by Kunkel to hire Jodie Clark as principal of Hillsdale High School.
   5 Ayes 0 Nays Motion passed

7. Rebecca Hope - Art teacher - Davis Middle School
   Moved by Petersen supported by Portteus to hire Rebecca Hope as a teacher at Davis Middle School.
   5 Ayes 0 Nays Motion passed

B. Board Affairs

1. MHSAA 2025-2026 Membership Resolution
   Moved by Portteus supported by Kunkel to adopt the MHSAA 2025 - 2026 Membership Resolution as presented.
   5 Ayes 0 Nays Motion passed

2. HCCF Donation
   Moved by Petersen supported by Portteus to accept $10,500.00 from Hillsdale County Community Foundation for Robotics and ESports.
   5 Ayes 0 Nays Motion passed

3. Insurance Public Act 271 Resolution
   Moved by Petersen supported by Portteus to adopt the hard cap for Insurance Public Act 271 for the 2025-2026 school year.
   5 Ayes 0 Nays Motion passed

4. 2024-2025 Budget Amendment Resolutions
   Moved by Petersen supported by Portteus to adopt the 2024-2025 Budget Amendment Resolutions as presented.
   5 Ayes 0 Nays Motion passed

5. 2025-2026 Budget Adoption Resolution
   Moved by Portteus supported by Kunkel to adopt the 2025-2026 Budget Adoption Resolutions as presented.
   5 Ayes 0 Nays Motion passed

6. Business Computers
   Moved by Petersen supported by Portteus to approve the purchase of computers with inaCOMP, TSG for $51,697.50
   5 Ayes 0 Nays Motion passed

7. Hillsdale Athletic Booster Club Donation
   Moved by Kunkel supported by Petersen to accept $16,650.00 from HHS Athletic Booster Club for Hudl 25-26 and a recovery bike.
   5 Ayes 0 Nays Motion passed

8. School Bus Radio System
   Moved by Petersen supported by Portteus to approve the purchase of school bus radios with Roe-Comm, Inc. in the amount of $22,820.00.
   5 Ayes 0 Nays Motion passed

V111. Addenda

A. Public Comment –
   -J. Jackson - was issued a response to his request for a formal investigation of harassment on 6/20. He notified the BOE that he is officially appealing the determination made during the investigation.
   -B. LaFollette spoke to recognize HS Principal J. Perrin and the great things that he has accomplished while at Hillsdale Community Schools.
   -B. LaFollette commented on the great representation of HCS at the memorial service for Phil Marvin earlier this day.
   -J. Perrin also commented on the support that our school community offered to the Marvin family. He commented on the strong connections that our school staff have with the community and the families in Hillsdale.

B. Board Member Comment –
   -Member J. Kunkel clarified a statement made earlier in the meeting in reference to ongoing building improvement projects.

MOTION TO GO INTO CLOSED SESSION

Moved by Petersen supported by Portteus to go into closed session at 6:54 p.m. for Superintendent evaluation purposes.

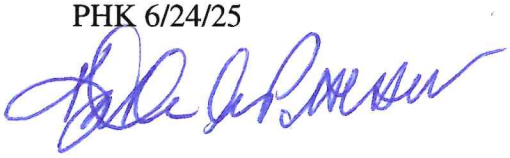
REQUIRES A ROLL CALL VOTE
Motion - roll call NH-Y KP-Y CS-absent RP-Y DLR-absent MG - Y JK-Y

OPEN SESSION at 8:09 p.m.

IX.Adjournment

President Hoffman adjourned the meeting at 8:10 p.m.

Rebecca Portteus, Secretary
Hillsdale Board of Education
PHK 6/24/25



RESOLUTION FOR ADOPTION BY THE BOARD OF EDUCATION
HILLSDALE COMMUNITY SCHOOLS

BE IT RESOLVED, that this resolution shall be the General Appropriations Act of Hillsdale Community Schools for the fiscal year ending June 30, 2026. A resolution to make appropriations; to provide for the expenditure of the appropriations; and to provide for the disposition of all income received by Hillsdale Community Schools.

BE IT FURTHER RESOLVED, that the total revenues and unappropriated fund balance estimated to be available for appropriations in the General Fund of the Hillsdale Community Schools for the fiscal year ending June 30, 2026 is $20,972,957 as follows:

REVENUE		
100 Local		2,784,200
300 State		13,408,081
400 Federal		603,965
500 Intermediate		162,219
500 Other		0
Total		$16,958,465
Fund Balance July 1, 2025 *(estimated)*	4,373,992	
Less Restricted		*0*
Less Committed (curriculum)		*0*
Less Committed (technology device replacement)		*0*
Less Committed (bus)		*0*
Less Committed (maintenance truck)		*0*
Less Committed (capital projects)		*359,500*
Total Available to Appropriate		$20,972,957

BE IT FURTHER RESOLVED, that $18,533,006 the total available to appropriate in the General Fund is hereby appropriated in the amounts and for the purpose set forth below:

EXPENDITURE	
Instruction:	
110 Basic Programs	8,765,675
120 Added Needs	2,448,160
130 Adult Ed	241,785
Support Services:	
210 Support Services: Guidance	918,660
220 Instruction Staff – Library	374,495
230 General Admin/Supt	365,215
240 School Administration	1,032,300
250 Business (Central Office)	350,920
260 Operation and Maintenance	1,955,340
270 Pupil Transportation	1,226,533
280 Technology	304,050
293 Athletic Activities	514,148
330 Title / Community	4,925
400 Payments to ISD/Facility Improve	30,800
621 Outgoing Transfers	0
Total	$18,533,006
Estimated Unassigned Fund Balance	*$ 2,439,951*

The total number of mills of ad valorem property taxes to be levied will be 18.0000 mills on non-homestead properties for the purpose of servicing the payment of operating expenses from the General Fund.

FURTHER RESOLVED, that no Board of Education member or employee of the Hillsdale Community Schools 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 of Education. Changes in the amount appropriated by the Board of Education shall require approval of the Board of Education.

FURTHER RESOLVED, that for the purposes of meeting emergency needs of the school district, transfers of appropriations may be made upon written authorization of the Superintendent but no other transfers shall be made without prior approval by the Board of Education. When the Superintendent makes a transfer to appropriate as permitted by this resolution, such transfer shall be presented to the Board of Education at its next regularly scheduled meeting in the form of an appropriations act amendment, which amendment shall be adopted by the Board of Education at such meeting.

BE IT FURTHER RESOLVED, that the Superintendent is hereby charged with general supervision of the execution of the budget adopted by the Board of Education 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 of Education.

This act is to take effect on June 23, 2025.

Kathy Petersen, Vice President

RESOLUTION FOR ADOPTION BY THE BOARD OF EDUCATION
HILLSDALE COMMUNITY SCHOOLS

BE IT RESOLVED, that this resolution shall be the general appropriations of Hillsdale Community Schools for the fiscal year 2025-2026. A resolution to make appropriations; to provide for the expenditure of the appropriations; and to provide for the disposition of all income received by Hillsdale Community Schools.

BE IT FURTHER RESOLVED, that the total revenues and unappropriated fund balance estimated to be available for appropriations in the Food Service Fund of the Hillsdale Community Schools for the fiscal year 2025-2026 is $1,314,461.

REVENUE	
Local	13,000
State	52,000
Federal	861,000
Incoming Transfers & Sale of Property	31,500
Total	$957,500
Fund Balance June 30, 2025 (*estimated)*	$356,961
Total Available to Appropriate	$1,314,461

BE IT FURTHER RESOLVED, that $1,211,556 of the total available to appropriate in the Food Service Fund is hereby appropriated in the amounts and for the purpose set forth below:

EXPENDITURES	
Board of Education Expense	2,500
Salaries & Fringe Benefits	383,900
Purchased Services & Equip. Service/Repair	206,656
Supplies & Materials	12,000
Capital Outlay	100,000
Miscellaneous	6,500
Outgoing Transfers	0
Total	$1,211,556
Estimated Ending Fund Balance	*$ 102,905*

BE IT FURTHER RESOLVED, that the Superintendent is hereby charged with general supervision of the execution of the budget adopted by the Board of Education 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 of Education.

This act is to take effect on June 23, 2025.

Kathy Petersen, Vice President

RESOLUTION FOR ADOPTION BY THE BOARD OF EDUCATION
HILLSDALE COMMUNITY SCHOOLS

BE IT RESOLVED, that this resolution shall be the revised General Appropriations Act of Hillsdale Community Schools for the fiscal year 2025-2026. A resolution to make appropriations; to provide for the expenditure of the appropriations; and to provide for the disposition of all income received by Hillsdale Community Schools.

BE IT FURTHER RESOLVED, the total revenues and unappropriated fund balance estimated to be available for appropriations in the **Building & Site Sinking Fund (41)** of the Hillsdale Community Schools for the fiscal year ending June 30, 2026 is $ 62,569 as follows:

REVENUE	
Proceeds from Tax Levy	0
Earnings on Investments	463
Proceeds from Sale of Capital Assets	62,106
Total	$62,569
Fund Balance July 1, 2024 *(Estimated)*	0
Less Appropriated Fund Balance	0
Total Available to Appropriate	$62,569

BE IT FURTHER RESOLVED, that $62,569 of the total available to appropriate in the Building & Site Sinking Fund is hereby appropriated in the amounts and for the purpose set forth below:

EXPENDITURE	
Taxes Abated / Written Off	500
Legal Services	0
Building Renovations	31,000
Non-Building Improvements	31,069
Total	$62,569
Estimated Ending Fund Balance	*$0*

FURTHER RESOLVED, that no Board of Education member or employee of the Hillsdale Community Schools 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 of Education. Changes in the amount appropriated by the Board of Education shall require approval of the Board of Education.

FURTHER RESOLVED, that for the purposes of meeting emergency needs of the school district, transfers of appropriations may be made upon written authorization of the Superintendent but no other transfers shall be made without prior approval by the Board of Education. When the Superintendent makes a transfer to appropriate as permitted by this resolution, such transfer shall be presented to the Board of Education at its next regularly scheduled meeting in the form of an appropriations act amendment, which amendment shall be adopted by the Board of Education at such meeting.

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RESOLUTION FOR ADOPTION BY THE BOARD OF EDUCATION
HILLSDALE COMMUNITY SCHOOLS

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BE IT FURTHER RESOLVED, the total revenues and unappropriated fund balance estimated to be available for appropriations in the **Building & Site Sinking Fund as of 2018 (42)** of the Hillsdale Community Schools for the fiscal year ending June 30, 2026 is $1,092,100 as follows:

REVENUE	
Local Revenue	$892,100
State Revenue (In lieu of taxes)	0
Total	$892,100
Fund Balance July 1, 2025 *(Estimated)*	200,000
Less Appropriated Fund Balance	0
Total Available to Appropriate	$1,092,100

BE IT FURTHER RESOLVED, that $892,100 of the total available to appropriate in the Building & Site Sinking Fund is hereby appropriated in the amounts and for the purpose set forth below:

EXPENDITURE	
Board of Education	
Business Services	2,000
Site Improvements	39,000
Architect & Engineering Services	26,100
Bldg Improvements Upgrades	
Security & Tech	825,000
Total	$892,100
Estimated Ending Fund Balance	*$200,000*

FURTHER RESOLVED, that no Board of Education member or employee of the Hillsdale Community Schools 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 of Education. Changes in the amount appropriated by the Board of Education shall require approval of the Board of Education.

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This act is to take effect on June 23. 2025



Kathy Petersen, Vice President

RESOLUTION FOR ADOPTION BY THE BOARD OF EDUCATION
HILLSDALE COMMUNITY SCHOOLS

BE IT RESOLVED, that this resolution shall be the general appropriations of Hillsdale Community Schools for the fiscal year 2025-2026. A resolution to make appropriations; to provide for the expenditure of the appropriations; and to provide for the disposition of all income received by Hillsdale Community Schools.

BE IT FURTHER RESOLVED, that the total revenues and unappropriated fund balance estimated to be available for appropriations in the **Special Revenue Fund** of the Hillsdale Community Schools for the fiscal year 2025-2026 is $299,281.

REVENUE	
Local	$ 0
Fund Balance July 1, 2025 (*estimated)*	$ 299,281
Total Available to Appropriate	$ 299,281

BE IT FURTHER RESOLVED, that $299,281 of the total available to appropriate in the Special Revenue Fund is hereby appropriated in the amounts and for the purpose set forth below:

EXPENDITURES	
296 – Other Student/School Activities	$299,281
Total	$299,281
Estimated Ending Fund Balance	*$0.00*

BE IT FURTHER RESOLVED, that the Superintendent is hereby charged with general supervision of the execution of the budget adopted by the Board of Education 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 of Education.

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RESOLUTION FOR ADOPTION BY THE BOARD OF EDUCATION
HILLSDALE COMMUNITY SCHOOLS

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BE IT FURTHER RESOLVED, that the total revenues and unappropriated fund balance estimated to be available for appropriations in the General Fund of the Hillsdale Community Schools for the fiscal year ending June 30, 2025 is $ 23,444,255 as follows:

REVENUE	
100 Local	2,960,000
300 State	14,326,605
400 Federal	700,000
500 Intermediate	280,000
500 Other	55,000
Total	$18,321,605
Fund Balance July 1, 2024 *(audited)*	$ 5,704,009
Less Restricted	
Less Committed (curriculum)	*56,419*
Less Committed (technology device replacement)	*30,000*
Less Committed (bus)	*35,440*
Less Committed (maintenance truck)	*0*
Less Committed (capital projects)	*359,500*
Total Available to Appropriate	$23,444,255

BE IT FURTHER RESOLVED, that $20,484,365 the total available to appropriate in the General Fund is hereby appropriated in the amounts and for the purpose set forth below:

EXPENDITURE	
Instruction:	
110 Basic Programs	9,000,000
120 Added Needs	2,726,806
130 Adult Ed	303,118
Support Services:	
210 Support Services: Guidance	995,549
220 Instruction Staff – Library	546,028
230 General Admin/Supt	366,280
240 School Administration	1,044,526
250 Business (Central Office)	331,038
260 Operation and Maintenance	2,056,413
270 Pupil Transportation	1,317,064
280 Technology	368,685
293 Athletic Activities	521,668
330 Title / Community	42,932
400 Payments to ISD/Facility Improve	30,800
621 Outgoing Transfers	715
Total	$19,651,622
Estimated Unassigned Fund Balance	*$3,792,633*

The total number of mills of ad valorem property taxes to be levied will be 18.0000 mills on non-homestead properties for the purpose of servicing the payment of operating expenses from the General Fund.

FURTHER RESOLVED, that no Board of Education member or employee of the Hillsdale Community Schools 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 of Education. Changes in the amount appropriated by the Board of Education shall require approval of the Board of Education.

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This act is to take effect on June 23,2025.

Kathy Petersen, Vice President

RESOLUTION FOR ADOPTION BY THE BOARD OF EDUCATION
HILLSDALE COMMUNITY SCHOOLS

BE IT RESOLVED, that this resolution shall be the general appropriations of Hillsdale Community Schools for the fiscal year 2024-2025. A resolution to make appropriations; to provide for the expenditure of the appropriations; and to provide for the disposition of all income received by Hillsdale Community Schools.

BE IT FURTHER RESOLVED, that the total revenues and unappropriated fund balance estimated to be available for appropriations in the **Special Revenue Fund** of the Hillsdale Community Schools for the fiscal year 2024-2025 is $599,039.

REVENUE	
Local	$320,000
Fund Balance July 1, 2024 (*audited)*	$ 278,039
Total Available to Appropriate	$ 599,039

BE IT FURTHER RESOLVED, that $559,039 of the total available to appropriate in the Special Revenue Fund is hereby appropriated in the amounts and for the purpose set forth below:

EXPENDITURES	
296 – Other Student/School Activities	$599,039
Total	$599,039
Estimated Ending Fund Balance	*$0.00*

BE IT FURTHER RESOLVED, that the Superintendent is hereby charged with general supervision of the execution of the budget adopted by the Board of Education 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 of Education.

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Kathy Petersen, Vice President

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HILLSDALE COMMUNITY SCHOOLS

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BE IT FURTHER RESOLVED, that the total revenues and unappropriated fund balance estimated to be available for appropriations in the Food Service Fund of the Hillsdale Community Schools for the fiscal year 2024-2025 is $1,644,528.

REVENUE	
Local	36,000
State	65,000
Federal	1,050,000
Incoming Transfers & Sale of Property	25,000
Total	$1,176,000
Fund Balance June 30, 2024 (*audited)*	$468,528
Total Available to Appropriate	$1,644,528

BE IT FURTHER RESOLVED, that $1,287,567 of the total available to appropriate in the Food Service Fund is hereby appropriated in the amounts and for the purpose set forth below:

EXPENDITURES	
Board of Education Expense	0
Salaries & Fringe Benefits	385,050
Purchased Services & Equip. Service/Repair	203,952
Supplies & Materials	507,065
Capital Outlay	130,000
Miscellaneous	6,500
Outgoing Transfers	55,000
Total	$1,287,567
Estimated Ending Fund Balance	*$ 356,961*

BE IT FURTHER RESOLVED, that the Superintendent is hereby charged with general supervision of the execution of the budget adopted by the Board of Education 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 of Education.

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BE IT FURTHER RESOLVED, the total revenues and unappropriated fund balance estimated to be available for appropriations in the **Building & Site Sinking Fund as of 2018 (42)** of the Hillsdale Community Schools for the fiscal year ending June 30, 2025 is $2,650,6330 as follows:

REVENUE	
Local Revenue	839,000
State Revenue (In lieu of taxes)	0
Total	$839,000
Fund Balance July 1, 2024 *(Audited)*	1,811,633
Less Appropriated Fund Balance	0
Total Available to Appropriate	$2,650,633

BE IT FURTHER RESOLVED, that $2,450,633 of the total available to appropriate in the Building & Site Sinking Fund is hereby appropriated in the amounts and for the purpose set forth below:

EXPENDITURE	
Board of Education	
Business Services	1,633
Site Improvements	1,140,000
Architect & Engineering Services	60,000
Bldg Improvements Upgrades	
Security & Tech	1,249,000
Total	$2,450,633
Estimated Ending Fund Balance	*$200,000*

FURTHER RESOLVED, that no Board of Education member or employee of the Hillsdale Community Schools 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 of Education. Changes in the amount appropriated by the Board of Education shall require approval of the Board of Education.

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This act is to take effect on June 23,2025.

Kathy Petersen, Vice President