

**YALE PUBLIC SCHOOLS – BOARD OF EDUCATION  
COMMITTEE OF THE WHOLE MEETING  
Yale Junior High Central Office Board Room  
Tuesday, September 2, 2025 – 6:00 PM**

Meeting Minutes

1. Call to Order

President Bullard called the meeting to order at 6:01 PM.

2. Roll Call

Members Present: Bullard, Butler, French, Hurlburt, Johnson, Brancaccio

Members Absent: McClelland

Also Present: Superintendent Kurt Sutton  
Assistant Superintendent Bill Kryscynski  
Business Services Director Beky Silkworth  
Secretary to the Board Nancy Maplethorpe  
Kathleen Hooper, Dru Runnals and Joanne Faille

3. Adoption of the Agenda

Motion by Butler seconded by Johnson to adopt the agenda as presented.

Ayes: 6                      Nays: 0                      Absent: 1                      Motion Carried

4. Consent Agenda

Approval of Meeting Minutes

Workshop/Regular Meeting Minutes – August 7, 2025

Motion by Butler seconded by Hurlburt to adopt the consent agenda as presented.

Ayes: 6                      Nays: 0                      Absent: 1                      Motion Carried

5. Correspondence - None

6. Superintendent's Report

Superintendent Sutton read his report which contained the following information:

- We had a successful first week of school and our initial enrollment data indicates that we are above what was projected for this year. By the close of the week we should have a better idea on what our fall student count will be.
- Our sixth-grade students took the first few days of the school year to identify items that they feel Yale Junior High School should consider for improvement. Students were required to do some research and presented solutions to students and staff to consider on Thursday, August 28. Those in attendance listened to the presentations and 'voted' on the solution that the students will take on as a project this year. This was a great way to start the year and the students seemed to enjoy this collaborative problem-solving process.
- The kitchen at Yale Junior High has a new makeup air unit that will help to regulate the temperature in the kitchen which has been an issue for several years. The serving line at Yale Junior High also had a makeover which should help to move the lines along nicely once we get a few details ironed out. These projects were also funded with food service dollars.
- All residents within the Yale School District will be receiving a large postcard this week with a link to our fall newsletter and a QR code that leads to a survey. The survey's goal is to provide meaningful feedback on what we are doing well, what needs improvement, and suggestions on what we should focus on with a potential bond proposal in the near future.
- We will be getting new signs across the district in the next week.
- Unfortunately, we are still awaiting word on what our budget will be for this year. We have spoken to legislators about our concerns and the challenges associated with planning for the year without knowing what our budget will be. The deadline to have a school aid budget in place was July 1<sup>st</sup>.

## 7. Public Participation

- A. Special Guests: None
- B. Agenda Items: None
- C. Non-Agenda Items: None

## 8. Reports

### A. Buildings and Grounds

Mr. Sutton presented/read the Buildings and Grounds report which contained the following:

- The entry vestibules have been completed and inspected at all three elementary schools and the high school.
- The ADA bathroom at the junior high is completed and has been inspected.
- The makeup air unit in the junior high kitchen is finished and we are awaiting state fire inspections.
- Boss engineering was at Avoca last week to take pictures of the mechanical room. They are working on the engineering and design for a new water filtration system.
- The tile at the softball fields is complete and the next step will be seeding after the ground settles.
- We are hopeful that the new signs will be installed this week.

### B. Finance

Director Silkworth presented/read her report which contained the following:

Mrs. Silkworth discussed a potential fraud concern regarding the district's general fund bank account. One of the checks that had been mailed to a vendor was stolen and the payee information altered. When the check was presented to a bank for deposit, a quick-thinking Citizens Bank employee was suspicious and contacted the district's business office for confirmation of the check details. She had put a hold on the funds at her bank until she spoke with us.

The fraud was confirmed and a notification was sent to Citizens Bank to prevent the funds from being disbursed. These funds will eventually be returned to the district.

As the general fund checking account accepts all payments from the state, Mrs. Silkworth recommended a new Accounts Payable bank account be opened that would only be used to write checks and take care of electronic payments. As a check run is issued, funding would be transferred from the general fund account to the new AP account to cover only the amount needed. The balance of the general fund bank account would remain as is, and would be designated a "deposit only" account.

The auditors completed their field work in early August. Kenny Rappuhn will be attending the October Board meeting to present the audited financials to the Board.

### C. Instruction and Personnel

Assistant Superintendent Kryscynski presented the Instruction and Personnel Report (attached) which contained the following:

#### 1. Hiring

- A. Michael Hazel, Yale Elementary Custodian
- B. Delbert Trombley, Farrell Emmett Elementary Custodian
- C. Jodi Beiser, Avoca & Farrell Emmett Elementary Custodian
- D. Susan Barnhart, Yale High School Custodian
- E. Rebecca Branson, Farrell Emmett Elementary Children's Center Director/Preschool Teacher
- F. Sarah Libkie, Farrell Emmett Elementary GSRP Aide
- G. Cecilia Nimbach, Avoca Elementary Children's Center Opener
- H. Terri Bahr, Avoca Elementary Title I Paraprofessional
- I. Tiffany Mericle, Yale Junior High Instructional/Non-Instructional Aide
- J. Kimberly Franklin, Yale Elementary Instructional/Non-Instructional Aide
- K. Joy Stockwell, Yale Elementary Instructional/Non-Instructional Aide
- L. Kimberly Woodcock, Farrell Emmett Elementary Instructional/Non-Instructional Aide
- M. Jennifer Armstrong, Avoca Elementary Instructional/Non-Instructional Aide
- N. Nicole Grzywnowicz, Yale High School Instructional/Non-Instructional Aide

2. Resignation
  1. Shelby James, Avoca Elementary Paraprofessional
  2. Nicole Tucker, Avoca Elementary Children's Center Closer
3. Recommendations to the Substitute List

Curriculum/Instruction:

- We got off to a great start with our first two professional development days! The high school and junior high worked on finding ways to implement ALT/meaning-making lessons, integrating Portrait of a Learner, and microcredentials for staff and students. The elementary staff was busy preparing all of the materials received through the 35j reading grant and discussing implementation. Our elementary teachers have many new research-based materials to support ELA instruction, as well as LOTS of new books to build classroom libraries with high-interest texts for students. In addition, all of our teachers and principals received training in CPR/First Aid/AED safety.
- Many new aides and support staff have been hired throughout the district.
- State M-STEP and PSAT scores were released last week. Overall our students and teachers did a great job.

D. Transportation

Mr. Sutton read the Transportation report (attached) which contained the following:

- Transportation Registration
  - Over 500 families requested transportation for this year which increased our rider count.
- Opening Day
  - Many calls were received regarding student pickup and drop off times as many families did not register their students which resulted in delayed times. We are currently working on the glitches to get everyone to school on time.
- Bus Safety
  - Safety programs will be held during the month of October in all elementary buildings.
- New Driver
  - Welcome to our new bus driver, Amy Sieb, from Ludington.

E. Other: None

9. Items for Board Discussion

A. Board Governance Committee

- Committee meets Thursday evening, September 4 at 5:30 PM.

B. Board Buildings & Grounds

- Committee met this evening, September 2 at 5:00 PM.
- Reviewed summer construction projects, proposed ball diamond upgrades and a 3-5year facility review.
- Next meeting is September 9, 2025 at 6:00 PM.

C. SCCASB Representative

- Mr. Hurlburt had no new updates. He expects a meeting to be scheduled very shortly.

D. MASB Legislative Liaison

- Dr. Brancaccio reported the next state superintendent was selected. Dr. Glenn M. Maleyko, current superintendent of Dearborn Public Schools.

In addition, many other topics were discussed:

- House passes General Fund Budget
- House Committee considers removing ESSA Portion of SAT
- House Committee approves bathroom restriction bill
- House Oversight Committee hears testimony on school start times.

F. Board Self Evaluation

- The Board completed their self-evaluation in August.

G. Apparel, Graphics & Sign Vendor List

- The Board has been made aware of known vendors in this category. This is a requirement in light of Board Member Hurlburt's ancillary ownership of Serious Signs & Graphics.

H. MASB Fall Conference Delegate Assembly

Pete Bullard, Meghan Butler and Abby Brancaccio will represent the Yale Board of Education at the MASB Annual Conference next month (October 23-26) in Traverse City.

10. Comments from Board Members, Administration

- The high school and junior high received grants from L& L Products.
- Mr. Sutton said that the 'Welcome Back' kickoff for staff was incredibly fun and positive. Mr. Bullard welcomed back staff and the Community Foundation gave a short presentation.
- Education Foundation representatives Sharla Smeznik and Beth Vinckier will be at Homecoming to distribute information.
- Garnett Kohler is gearing up for 'college gear Wednesdays' and has invited the entire YPS staff to join the fun. Participants donate \$50 toward a fund that is used to provide scholarships to graduating seniors in the spring. In return, staff is asked to wear 'college gear' and jeans on Wednesdays throughout the year.
- Homecoming is September 19.
- Prior to the Yale Homecoming Parade, beginning at 4:00 PM, there will be a refreshment tent including hotdogs provided for all YPS staff and families at the high school.
- Mrs. Faille reminded everyone about the annual Alumni Luncheon to be held on Saturday, September 27 in the high school gymnasium.

11. Adjournment by Consensus at 6:55 PM.

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MARK HURLBURT, SECRETARY  
YALE BOARD OF EDUCATION