Hillsdale Community Schools
Board of Education

REGULAR BOARD OF EDUCATION MEETING
September 21, 2026

I. Call to Order
President Sumnar called the meeting to order at 6:00 p.m. which was held in the Davis Intermediate School Auditorium.

II. Pledge of Allegiance

III. Recognition of Guests - Christine Kratzer - Audit Report

Members Present
Nicole Hoffman
Kathy Petersen
Jeff Kunkel
Dan LaRue
Chris Sumnar
Matt Gordon
Rebecca Portteus

Members Absent
NA

Administration Present
Ted Davis - Superintendent
Lara Baker - HHS Principal
Katie Stebelton - DIS Principal
Becky LaFollette - Gier Principal
Jeremy LaFollette - Maintenance Director
Emily Hale - Food Service Director
Alyssa Smith - Business Manager

Guests
Melissa Marcavage Christine Kratzer Andrew Eisenga
Melissa Miles

IV. Consent Agenda
A. Approval of Minutes - August 17, 2026 – regular board meeting
B. Finance
B1. Treasurer's Receipts
Treasurer's receipts for August 2026 are as follows:

General Fund	$	926,618.07
Building & Site	$	78,127.60
Food Service	$	159,167.69
Activity	$	126.92

B2. Bills Payable

Expenditures for August 2026 are as follows:

General Fund	$ 1,412,666.70
Building & Site	$ 1,218,603.24
Food Service	$ 98,511.09
Activity	$ 8,634.35

Moved by LaRue, supported by Hoffman to approve the consent agenda as presented

7 Ayes 0 Nays Motion passed

V. Communications

A. Written - NA

B. Public Comment -M Miles regarding lack of AC in rooms

VI. Information & Proposals from Board, Superintendent & Staff

A. Committee Reports

Policy 8/17
Personnel & Finance 8/19
Community Relations 8/26
Building & Site 9/11
Policy 9/14
Personnel & Finance 9/16

B. Superintendent's Report

- Nadia El Anani - Adult Ed Success & Retention Specialist - resignation 7/31
- K Castle - Gier Para - FMLA through 8/28
- J Adams Gier Para - from 6 hrs. to 3.25 hrs.
- R Mackler - HHS Para - 2.5 hrs. to 3 hrs.
- K Hoffer - DIS Para - resignation 9/1
- M Rimer - DIS custodian - resignation 8/31
- M Harwood - Gier Para - resignation 9/22
- M Neitling - HHS Para - moving from DIS
- K Bowman - DIS 4.5 hr. food service - resignation 9/25
- J Michael - HR Admin. Asst. - retirement 12/31
- Pupil Acctg & Student Data Coordinator
- Out of School Time Grant Salary Schedule for staff
- Hillsdale Prep Building
- Student and Staff Handbook
- District Policy Updates
- MASB Delegate
- MASA Superintendent Conference Sept 23-25
- Building Project Update
- Fair Day Parage
- 31aa Grant Update
- Cafeteria Graphics Package

VII. Old/New Business

A. Personnel

1. Lyllian Hoffman - GSRP Child Care Aide

Moved by Petersen supported by Portteus to hire Lyllian Hoffman as a GSRP child care aide.

7 Ayes 0 Nays Motion passed

2. Brittany Bartlett - HHS Paraprofessional
   Moved by Hoffman supported by Petersen to hire Brittany Bartlett as a paraprofessional.
   7 Ayes 0 Nays Motion passed

3. Kimberly Henes - HHS Virtual Paraprofessional - 3 hr.
   Moved by Kunkel supported by Portteus to hire Kimberly Henes as a three hour paraprofessional.
   7 Ayes 0 Nays Motion passed

4. Alyssa Barnett - DIS Paraprofessional
   Moved by Petersen supported by Hoffman to hire Alyssa Barnett as a paraprofessional.
   7 Ayes 0 Nays Motion passed

5. McKenna Thayer - Girls Asst. Volleyball Coach
   Moved by Petersen supported by Hoffman to hire McKenna Thayer as a coach.
   7 Ayes 0 Nays Motion passed

6. Sierra Hampton - DIS Sideline Cheer Coach
   Moved by Kunkel supported by Petersen to hire Sierra Hampton as a coach.
   7 Ayes 0 Nays Motion passed

7. Laura Wilson - Asst. Golf Coach
   Moved by Petersen supported by Hoffman to hire Laura Wilson as a coach.
   7 Ayes 0 Nays Motion passed

8. Hannah Severyns - Adult Ed Instructional Facilitator
   Moved by Hoffman supported by Portteus to hire Hannah Severyns as an Adult Ed Instructional Facilitator.
   7 Ayes 0 Nays Motion passed

9. Kinsey Barrett - Adult Ed Instructor
   Moved by Petersen supported by Hoffman to hire Kinsey Barrett as an Adult Ed Instructor.
   7 Ayes 0 Nays Motion passed

10. Rachel Dawson - Adult Ed Instructional Facilitator
    Moved by Petersen supported by Hoffman to hire Rachel Dawson as an Adult Ed Instructional Facilitator.
    7 Ayes 0 Nays Motion passed

11. Carol Rockwell - Adult Ed Instructor
    Moved by Hoffman supported by Portteus to hire Carol Rockwell as an Adult Ed Instructor.

7 Ayes 0 Nays Motion passed

12. Elizabeth Hamilton - Gier Paraprofessional
    Moved by Hoffman supported by Petersen to hire Elizabeth Hamilton as a paraprofessional.
    7 Ayes 0 Nays Motion passed

13. Mandi Griffiths - DIS Paraprofessional
    Moved by Portteus supported by Hoffman to hire Mandi Griffiths as a paraprofessional.
    7 Ayes 0 Nays Motion passed

14. Kay Howell - Gier Night Custodian
    Moved by Kunkel supported by Portteus to hire Kay Howell as a custodian.
    7 Ayes 0 Nays Motion passed

B. Board Affairs

1. MASB Delegate Assembly
   Moved by LaRue supported by Petersen to nominate Sumnar as the official voting delegate and LaRue as the alternate voting delegate
   7 Ayes 0 Nays Motion passed

2. Staff Handbook
   Moved by Petersen supported by Hoffman to adopt the staff handbook as presented.
   7 Ayes 0 Nays Motion passed

3. Thrun Policy Update 6/10/26
   Moved by Petersen supported by Hoffman to adopt the Thrun Policy Update 6/10/26 as presented.
   7 Ayes 0 Nays Motion passed

4. Virtual Education Program
   Moved by Kunkel supported by Portteus to adopt the Virtual Education Program as presented.
   7 Ayes 0 Nays Motion passed

5. Student Handbook
   Moved by Petersen supported by Hoffman to adopt the Student Handbook as presented.
   7 Ayes 0 Nays Motion passed

6. American 1 Credit Union Donation
   Moved by Petersen supported by Hoffman to accept $500.00 from American 1 Credit Union for AAC purchases.
   7 Ayes 0 Nays Motion passed

7. District Pupil Acctg / Testing Coordinator

Moved by Kunkel supported by Petersen to approve the position of District Pupil Acctg / Testing Coordinator.

7 Ayes 0 Nays Motion passed

8. Salary Schedule for OST Grant

Moved by Petersen supported by Hoffman to approve the salary schedule for the OST grant as presented.

7 Ayes 0 Nays Motion passed

9. Cafeteria Graphics Package

Moved by Portteus supported by Hoffman to approve the graphics package for cafeteria $106,795.87.

7 Ayes 0 Nays Motion passed

Motion to go into Closed Session - Section(1)(d) - considering purchase or lease of another property

Moved by Hoffman supported by Petersen to go into closed session

ROLL CALL VOTE - AYES: CS NH KP RP DLR MG JK

7 Ayes 0 Nays Motion passed 6:57 pm

B LaFollette / J LaFollette invited to attend closed session

Motion to go back into Open Session

Moved by Petersen, supported by LaRue to go back into open session.

7 Ayes 0 Nays Motion passed

10. Authorize Superintendent to bid up to $450,000.00 for the purchase of property/ building.

Moved by Kunkel supported by Petersen to authorize the Superintendent to bid up to $450,000.00 for the purchase of property/building.

6 Ayes 1 Nays Motion passed

V111. Addenda

A. Public Comment – NA

B. Board Member Comment – NA

IX.Adjournment

President Sumnar adjourned the meeting at 7:47 p.m.

Rebecca Portteus, Secretary
Hillsdale Board of Education
Alyssa Smith
JMM 10/19/26

