

**BOARD MEETING MINUTES**  
New Lothrop Board of Education  
Monday, June 17, 2024  
6:00 p.m. in the High School Library

Board Members Present: Richard White, Wendy Vincke, Adam Green, Jim Eustace, Joe Henige, Tim Birchmeier and Ashley Krupp

Absent: Marty Weese

Others Present: Wayne Wright, Kim Kuchar, Drew Severn and 39 visitors.

The meeting was called to order by President Rich White at 6:01 p.m. in the high school library. The pledge to the flag said.

**Secretary's Report**

The secretary's report was read by Adam Green. Motion by Green, supported by Henige to accept the minutes from the special meeting dated June 6, 2024.

**Motion carried, 7-0.**

**Correspondence**

Thank you from the Elementary staff for the meat tray during Staff Appreciate week. Joe Henige received a phone call regarding our Bullying policy and Wayne spoke to the parent.

**Presentations/Updates**

*Report of Bullying Incidents for the 2023-2024 school year – Principals*

Mr. Severn reported that the elementary had one official bullying incident reported for the 2023-2024 school year.

Ms. Kuchar reported that the high school had three official bullying incidents reported for the 2023-2024 school year.

*Hornet Pride Students – May (Excellence)*

Mr. Severn highlighted all the students who have shown Excellence in the Elementary school this month.

*Neola Second Reading – Wayne Wright*

Wayne Wright presented the Spring Neola 2024 updates to the board and asked if there were any questions. The approval will take place on tonight's agenda.

**Budget Hearing**

Finance Director, Sheila Mulcahy presented the final 2023-2024 budget revisions.

*2023-2024 final revision*

Sheila reviewed areas of revenue and expenditures throughout the year. The district ended the year with the fund equity at 18.42%. Sheila stated that the district received a few grants at the end of the school year.

**Committee Reports**

Facilities – Tim Birchmier reported the minutes from June 4<sup>th</sup>

Policy/Curriculum – Joe Henige reported the minutes from June 4<sup>th</sup>

Finance – Jim Eustace reported the minutes from June 12<sup>th</sup>

### **Visitors**

Jenn Otter addressed the board and stated she had a general request for them. With the upcoming board election, she was wondering if they would place on the district website a section to educate the community what it truly means to be a Board of Education Member and what policies they need to uphold as board members. She stated if they would point the community to the MASB site and Neola website, place the link on our website to the Neola policy, and to state what it truly means to be a board member.

### **Financial Reports**

Jim Eustace read the financial report and presented the following bills for payment: General fund, \$932,060.21; school service, \$69,2954.76; for a total of \$1,002,014.97.

Motion by Henige, supported by Birchmeier to approve the payment of bills.

**Motion carried, 7-0.**

The monthly financial report was read as follows: beginning balance, \$2,218,212.41; receipts, \$1,190,549.65; expenditures: \$1,002,014.97; for an ending balance of \$2,406,747.09.

Motion by Krupp, supported by Henige to accept the monthly financial report as submitted.

**Motion carried, 7-0.**

### **Action Items**

Motion by Eustace, supported by Green accept the final amended budget, including general fund, capital projects, food service, debt retirement and special revenue accounts for the 2023-2024 school year as presented.

**Motion carried, 7-0.**

Motion by Birchmeier, supported by Vincke to accept the initial projected budget, including general fund, capital projects, food service, debt retirement and special revenue accounts for the 2024-2025 school year as presented.

**Motion carried, 7-0.**

Motion by Krupp, supported by Vincke to accept the retirement of Stacey Napier, elementary teacher, effective August 30, 2024.

**Motion carried, 7-0.**

Motion by Eustace, supported by Birchmeier to approve the resignation of Jessica Kelly, elementary part-time office manager, effective June 7, 2024.

**Motion carried, 7-0.**

Motion by Vincke, supported by Birchmeier to approve the resignation of Emily Birchmeier, athletic/transportation coordinator/pupil accounting, effective June 12, 2024.

**Motion carried, 7-0.**

Motion by Green, supported by Krupp to approve the resignation of Jessica Steele, Junior High Softball coach, effective June 3, 2024.

**Motion carried, 7-0.**

Motion by Eustace, supported by Vincke to approve the hire of Madalena Huyck, elementary teacher at BA, Step 7 effective August 19, 2024 contingent upon a successful background check.  
**Motion carried, 7-0.**

Motion by Vincke, supported by Birchmeier to approve the hire of Remington Vandefifer, JH/HS Science teacher at BA, Step 2 effective August 19, 2024 contingent upon a successful background check.  
**Motion carried, 7-0.**

Motion by Krupp, supported by Green to approve the hire of Christy Pratt as the Preschool/Latchkey Director effective July 29, 2024 as a contracted employee of PCMI.  
**Motion carried, 7-0.**

Motion by Green, supported by Krupp to approve Tom Kohlmann, Varsity Boys Basketball coach, effective June 6, 2024.  
**Motion carried, 7-0.**

Motion by Vincke, supported by Henige to approve Kia Robison, Junior High Summer School teacher, effective June 10, 2024.  
**Motion carried, 7-0.**

Motion by Eustace, supported by Birchmeier to approve Laura Andres, High School Summer School Edgenuity monitor, effective June 10, 2024.  
**Motion carried, 7-0.**

Motion by Vincke, supported by Eustace to approve the following as elementary summer enrichment program teachers for the summer of 2024: Brianna Cervoni (3<sup>rd</sup> grade).  
**Motion carried, 7-0.**

Motion by Henige, supported by Birchmeier to approve Leandra Birchmeier and Kaylee Kozel as summer Latchkey aides.  
**Motion carried, 7-0.**

Motion by Vincke, supported by Krupp to approve 2024-2025 school year calendar as presented.  
**Motion carried, 7-0.**

Motion by Eustace, supported by Birchmeier to approve the 2024-2025 elementary handbook changes as presented.  
**Motion carried, 7-0.**

Motion by Henige, supported by Krupp to approve the 2024-2025 Latchkey handbook changes as presented.  
**Motion carried, 7-0.**

Motion by Birchmeier, supported by Vincke to approve the 2024-2025 preschool handbook changes as presented.  
**Motion carried, 7-0.**

Motion by Vincke, supported by Eustace to approve the 2024-2025 high school handbook changes as presented.

**Motion carried, 7-0.**

Motion by Birchmeier, supported by Krupp to approve the 2024-2025 athletic code of conduct as presented.

**Motion carried, 7-0.**

Motion by Henige, supported by Green to adopt the MHSAA resolution for the 2024-2025 school year.

**Motion carried, 7-0.**

Motion by Henige, supported by Krupp to approve the Wrestling camp trip to Hartland, Wisconsin June 16-21, 2024.

**Motion carried, 7-0.**

Motion by Eustace, supported by Vincke to approve the Mackinac Island trip for 7<sup>th</sup> grade students on May 5-6, 2025 contingent upon enough student interest.

**Motion carried, 7-0.**

Motion by Vincke, supported by Krupp to approve the Chicago trip for 9<sup>th</sup> – 12<sup>th</sup> grade students on March 12-14, 2025 contingent upon enough student interest.

**Motion carried, 7-0.**

Motion by Birchmeier, supported by Vincke to approve the 2<sup>nd</sup> reading of Neola Spring 2024 policies: 1240, 2414, 2418, 3220, 6320, 6321, 6325, 6350, 8390, 8800 and 3120, 4120.

**Motion carried, 7-0.**

Motion by Krupp, supported by Henige to approve all administrative and non-instructional administrative contracts for the 2024-2025 school year, effective July 1, 2024 as presented.

**Motion carried, 6-0.**

**Green abstained**

Motion by Vincke, supported by Birchmeier to approve the participation in the Schools of Choice program under Section 105 and 105c of the Revised School Code for the 2024-2025 school year: limited openings in 1<sup>st</sup>, 4<sup>th</sup> and 6<sup>th</sup> grade (limited to 2 students) and all other grades as unlimited for the 2024-2025 school year.

**Motion carried, 7-0.**

Motion by Krupp, supported by Vincke to approve the Board meeting dates be scheduled on the third Monday of each month with the exception of January 2025, February 2025 meetings as presented.

**Motion carried, 7-0.**

### **District Updates**

*Elementary – Drew Severn*

Mr. Severn discussed topics that will be at the Fall Professional Development days. The i-Ready summer learning blitz will take place over the summer months. Summer enrichment for elementary students will begin on July 29<sup>th</sup> for 3 weeks. Mr. Severn stated that as we wrap up the school year, his staff need time to break down the data further and reflect on what the needs are for the students and staff to move forward.

*High School – Kim Kuchar*

Ms. Kuchar stated that underclassmen celebrated exam week with therapy dogs, corn hole game and an ice cream truck. An awards ceremony took place for the students in the gym. Junior High and High School summer school will take place in June and July at the High School building. Ms. Kuchar stated she is looking to implement a digital hall pass system for the 2024-2025 school year.

*Athletics – Kim Kuchar*

Ms. Kuchar presented the Athletic report for Mr. Weese this month. Congratulations to the following girls that competed in the MHSSA Division 3 State Track finals: Katelyn Wendling, Josie Bauman, Lily Bruff, Izzy Heslip, Laina Yates and Cassie Green. Congrats to the Middle School track members who competed at the MegaStart meet in Shepherd on June 6<sup>th</sup>. Varsity Baseball earned District and Regionals Championships and Varsity Softball earned District and Regional Championships as well. Several youth camps will take place here at the district over the summer months including: boys and girls basketball, football, volleyball, cross country and wrestling.

*District – Wayne Wright*

Wayne Wright reported that it was a great end of the school year and it's great to be back here in New Lothrop. The district is looking forward to planning for the 2024-2025 school year.

**DISCUSSION**

*Next Steps Superintendent Search*

Rich White stated in light of the timing this late in the school year, his thoughts of waiting until March 2025 to perform a Superintendent search. He wanted to propose to retain Wayne Wright through the 2024-2025 school year. Wayne is willing to remain if everyone is in agreement. We will look at a contract for him and approve in July. Rich took a consensus of the entire board and they were all in agreement to keep Wayne.

**CLOSED SESSION**

It was moved by Green, supported by Vinke to enter closed session for Negotiations

Roll call:

Ayes: Henige, Krupp, Green, White, Birchmeier, Vincke, Eustace

Nays:

Motion carried: 7-0

Motion by Vincke, supported by Krupp to adjourn.

**Motion carried, 7-0.**

Adjournment at 6:58 p.m.

The next meeting of the Board will be on Monday, July 15, 2024 in the High School Library beginning at 6:00 p.m.

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Adam Green, Board Secretary