




Kalkaska Public Schools

Board of Education Regular Meeting – Agenda
Monday, January 26, 2026

Kalkaska Public School
315 South Coral Street
Kalkaska, MI 49646
5:30 p.m.

1.	Call to Order
	The meeting was called to order by _____, at _____ p.m.
2.	Pledge of Allegiance
3.	Election of Officers
a.	<i>Office of the President:</i> <i>Nominations will be requested (nominations do not require a second). Voting will take place in the order names are presented and voice votes will be cast.</i>
	President: _____
	Recommended Motion: Motion by _____, support by _____, to nominate _____ for the Office of the President. Motion (Carried/Failed) _____ to _____.
b.	<i>Other Board Officers:</i> <i>Nominations will be requested (nominations do not require a second). When all nominations have been made for each position, nominations will be closed and voting will take place. Voting will take place in the order names are presented and voice votes will be cast.</i>
	Vice President: _____
	Secretary: _____
	Treasurer: _____
	Recommended Motion: Motion by _____, support by _____, to nominate officers as named above. Motion (Carried/Failed) _____ to _____.
c.	<i>Establishment of Standing Committees:</i> <i>Note: Three members will be needed for each committee with one alternate. The President will ask Board members to state their interest in serving on a standing committee. Per the bylaws, The President is authorized to appoint, as soon after the organizational meeting as practicable, members of the Board to the standing committees where they shall serve a term of one (1) year.</i>
	Personnel: _____
	Public Relations: _____
	Finance/Operations:/Policy: _____

	<p><i>Recommended Motion:</i></p> <p>Motion by _____, support by _____, to nominate officers as named above.</p> <p>Motion (Carried/Failed) _____ to _____.</p>
4.	Approval of/Amendment to the Agenda
	<p><i>Recommended Motion: Approval of Agenda</i></p> <p>Motion by _____, support by _____, to approve the agenda as presented/amended.</p> <p>Motion (Carried/Failed) _____ to _____.</p>
5.	Public Communication
	<ul style="list-style-type: none"> • <i>Persons wishing to address the Board: please fill out the request to address the Board of Education located by the sign-in sheet and give to the Board President.</i>
6.	Consent Agenda Items
	<p><i>Recommended Motion: Approval of Consent Agenda Items</i></p> <p>Motion by _____, support by _____, that the Board approves the following consent agenda items:</p> <ul style="list-style-type: none"> a) Designation of Depositories for School Funds b) Authorization of Account Signatories c) Authorization to Deposit Funds and Invest Surplus Funds d) Authorization to Sign Contract/Agreement Documents e) Authorization to Sign Purchase Orders f) Determination of Dates, Times and Locations of Regular Meetings g) Posting of Meetings h) Appointment of Member to County Election Scheduling Board i) Appointment of Legislative Relations Network (LRN) Representative j) Retainer of Legal Counsel – Thrun Lawn Firm, P.C. and Delaporte Lynch, PLLC k) Approval of the December 15, 2025 Minutes, as presented l) Payment of General, Bond and Athletic fund bills, as presented m) Hiring of Staff (pending cleared background checks): <ul style="list-style-type: none"> • Kim Pendock, Rapid City Elementary Head Cook • Allyson Schuster, Early Childhood Learning Center Paraprofessional • Sierra Harris, Kalkaska Middle School and Rapid City Elementary Special Education Teacher <p>Motion (Carried/Failed) _____ to _____.</p> <p>***A Roll Call Vote is Required***</p>

	Doc: Y / N, Steve: Y / N, Mitch: Y / N, Mary: Y / N, Chase: Y / N, Wendy: Y / N, Rachael: Y / N	
7.	Staff / Student Recognition	
	<ul style="list-style-type: none"> Arica Zenner, Birch Street Elementary Principal, honoring the following student: Kindergartner, Cashus Richey 	
8.	Report Items	
	a.	Superintendent's Report (1) (2) (3) (4) (5) (6) <ul style="list-style-type: none"> Board Member Appreciation Month (1) (2) (3) (4) (5) (6) Staff Professional Development today (1) (2) (3) Teach!Michigan Baltimore trip (1) (2) (3) (4) (5) (6) DSIC Instructional Vision (1) (2) (3) Bond (4) (5) (6)
9.	Discussion Items	
	a.	Overnight Athletic Trip
	b.	Naming of the Kalkaska Softball Complex
	c.	Middle School Handbook Changes
	d.	Building Level Principal Reports
	e.	Closed Session
10.	Discussion Items	
		<i>Resignations and Retirements:</i> <ul style="list-style-type: none"> Loren Schwab, Middle School Softball David Schneider, Middle School and Rapid City Elementary Sp Ed Teacher Tony Baldwin, JV Baseball Coach Christal Czaplicki, Head Cook at Rapid City Jake Sutton, JV Football Coach
11.	Action Items	
	a.	<i>Recommended Motion: Overnight Athletic Trip</i> Motion by _____, support by _____, that the Board of Education approves the overnight athletic trip for the Ray Mariucci Wrestling Invitational in Kingsford, Mi. The team departed on January 9, 2026 and returned on January 10, 2026. The overnight athletic trip was requested by Dean Amos, Head Wrestling Coach. <i>(Post-Approval)</i> Motion (Carried/Failed) _____ to _____.
	b.	<i>Recommended Motion: Naming of the Kalkaska Softball Complex</i> Motion by _____, support by _____, that the Board of Education supports the naming of the softball complex _____, as discussed and presented.

	Motion (Carried/Failed) _____ to _____.
c.	<p><i>Recommended Motion: Middle School Handbook Changes</i></p> <p>Motion by _____, support by _____, that the Board of Education approves the Middle School Handbook changes, as presented.</p> <p>Motion (Carried/Failed) _____ to _____.</p>
d.	<p><i>Recommended Motion: Closed Session</i></p> <p>Motion by _____, support by _____, that the Board of Education approves to go into closed session to discuss Superintendent Heitmeyer's evaluation, as requested by Superintendent Heitmeyer.</p> <p>Motion (Carried/Failed) _____ to _____.</p> <p>***A Roll Call Vote is Required***</p> <p>Doc: Y / N, Steve: Y / N, Mitch: Y / N, Mary: Y / N, Chase: Y / N, Wendy: Y / N, Rachael: Y / N</p>
12.	Adjournment
	<p>Motion by _____ support by _____, to adjourn.</p> <p>Motion (Carried/Failed) _____ to _____.</p> <p>Time adjourned: _____</p>