



Kalkaska Public Schools

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

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

Members Present: Mitch Saxton, Chase Stevenson, Dr. Richard Hodgman, Wendy Watson, Mary Scobey, Steve Ordway and Rachael Birgy

Staff Present: Superintendent, Rick Heitmeyer, Human Resource Director, David Alan Tucker, Director of Business Services, Jeffrey Scroggins, Principals, Staci Short, Arica Zenner and Kevin Malbouef and Executive Administrative Assistant, Cari Jo Roberts

Others Present: 4

1. Call to Order	The meeting was called to order by Rachael Birgy, at 5:30 p.m.
2. Pledge of Allegiance	
3. Election of Officers	
a. Office of the President:	<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: Rachael Birgy
	Motion by Steve Ordway, support by Mary Scobey, to nominate Rachael Birgy for the Office of the President. Motion Carried 7 to 0.
b. Other Board Officers:	<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: Steve Ordway
	Secretary: Wendy Watson
	Treasurer: Mary Scobey
	Motion by Dr. Richard Hodgman, support by Chase Stevenson, to nominate officers as named above. Motion Carried 7 to 0.
c. Establishment of Standing Committees:	<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: Chase Stevenson, Wendy Watson, Rachael Birgy Alt: Steve Ordway
	Public Relations: Dr. Richard Hodgman, Mitch Saxton, Wendy Watson Alt: Mary Scobey
	Finance/Operations:/Policy: Mary Scobey, Mitch Saxton, Steve Ordway Alt: Rachael Birgy
	Motion by Steve Ordway, support by Chase Stevenson, to nominate officers as named above. Motion Carried 7 to 0.
4.	Approval of/Amendment to the Agenda
	<i>Approval of Agenda</i> Motion by Chase Stevenson, support by Mitch Saxton, to approve the agenda as presented. Motion Carried 7 to 0.
5.	Public Communication
	· Staci Short
6.	Consent Agenda Items
	<i>Approval of Consent Agenda Items</i> Motion by Wendy Watson, support by Mary Scobey, that the Board approves the following consent agenda items: <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 Motion Carried 7 to 0. Ayes: Wendy Watson, Mary Scobey, Chase Stevenson, Mitch Saxton, Dr. Richard Hodgman, Steve Ordway and Rachael Birgy

Vision — Inspiring excellence through perseverance, resilience, and individual success.

Mission — Supporting families to build successful students.

7. Staff / Student Recognition

- Arica Zenner, Birch Street Elementary Principal, honoring the following student: Kindergartner, Cashus Richey

8. Report Items

- Superintendent's Report (1) (2) (3) (4) (5) (6)
 - 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

- Overnight Athletic Trip
- Naming of the Kalkaska Softball Complex
- Middle School Handbook Changes
- Building Level Principal Reports
- Closed Session

10. Discussion Items



Resignations and Retirements:

- 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

- Overnight Athletic Trip***

Motion by Steve Ordway, support by Mitch Saxton, 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. *(Post-Approval)*

Motion Carried 7 to 0.
- Naming of the Kalkaska Softball Complex***

Motion by Chase Stevenson, support by Steve Ordway, that the Board of Education supports the naming of the softball complex, as discussed and presented.

Motion Failed 0 to 7.

Nays: Chase Stevenson, Steve Ordway, Mary Scobey, Wendy Watson, Dr. Richard Hodgman, Mitch Saxton and Rachael Birgy

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c.	<p><i>Middle School Handbook Changes</i> Motion by Wendy Watson, support by Mary Scobey, that the Board of Education approves the Middle School Handbook changes, as presented.</p> <p>Motion Carried 7 to 0.</p>
d.	<p><i>Closed Session</i> Motion by Mary Scobey, support by Mitch Saxton, that the Board of Education approves to go into closed session to discuss Superintendent Heitmeyer’s evaluation, as requested by Superintendent Heitmeyer.</p> <p>*Time into closed session: 6:17 p.m. *Time out of closed session: 7:22 p.m. *No action resulted from closed session.</p> <p>Motion Carried 7 to 0.</p> <p>Ayes: Mary Scobey, Mitch Saxton, Steve Ordway, Wendy Watson, Dr. Richard Hodgman, Chase Stevenson and Rachael Birgy</p>
12.	Adjournment
	<p>Motion by Wendy Watson, support by Chase Stevenson, to adjourn.</p> <p>Motion Carried 7 to 0.</p> <p>Time adjourned: 7:22 p.m.</p>