

ATHENS AREA SCHOOLS  
Board of Education  
East Leroy, Michigan 49051  
July 21, 2025

REGULAR MEETING  
Jr./Sr. High School Media Center  
7:00 P.M.

Athens Jr./Sr. High School  
300 E. Holcomb St., Athens, MI 49011  
TELEPHONE: 729-5414

1. Call to order, \_\_\_\_\_ Knowles \_\_\_\_\_ presiding at \_\_\_\_\_ 7:00 p.m. \_\_\_\_\_.

A. Membership count to determine quorum presence:

Present: Harvey:   X   Hunt:   X   Knowles:   X   Loew:    Absent/Excused     
McClure:   X   Penick:   X   Setlak:   X  

A quorum   X   is,    is not, present.

**PLEDGE OF ALLEGIANCE**

2. Approval of Agenda.

RECOMMENDED MOTION: Move that the Board of Education approve the agenda, as presented.

Motion: \_\_\_\_\_ Setlak \_\_\_\_\_.  
Second: \_\_\_\_\_ Penick \_\_\_\_\_.  
Ayes:   6  . Nays:   0  .  
Passed:   X  . Defeated: \_\_\_\_\_.

3. Public Comments.  
*None.*

4. Presentations/Discussions:

A. Designation of Paying Agents, etc.

*Items A-H are routine matters that the Board of Education completes in July annually. See related action item for specific motion details.*

B. 2025-2026 Depositories: Southern Michigan Bank and Trust & Michigan Liquid Asset Fund (MILAF).

*Items A-H are routine matters that the Board of Education completes in July annually. See related action item for specific motion details.*

*Note: This was previously approved by the Board of Education earlier this year; however, it is on the agenda again to add it as a routine matter annually in July, moving forward.*

C. Bond Authority.

*Items A-H are routine matters that the Board of Education completes in July annually. See related action item for specific motion details.*

D. Purchase Orders.

*Items A-H are routine matters that the Board of Education completes in July annually. See related action item for specific motion details.*

E. Determination of Board of Education Regular Meetings.

*Items A-H are routine matters that the Board of Education completes in July annually. See related action item for specific motion details.*

*Currently: Board of Education regular meetings are scheduled for the third Monday of each month at 7 p.m. in the Athens Jr./Sr. High School media center.*

F. Determination of Board of Education Compensation.

*Items A-H are routine matters that the Board of Education completes in July annually. See related action item for specific motion details.*

*Currently: Board of Education compensation is set at \$0.00 per meeting, with an annual maximum of \$0.00.*

G. Designation of Legal Counsel.

*Items A-H are routine matters that the Board of Education completes in July annually. See related action item for specific motion details.*

*Currently: Legal counsel is Thrun Law Firm, P.C., of East Lansing, Michigan.*

H. Delegation of Duties by Officers.

*Items A-H are routine matters that the Board of Education completes in July annually. See related action item for specific motion details.*

I. New Hires.

*Athens Jr./Sr. High School Principal – Mr. William Heffner.*

*East Leroy Elementary School Principal – Ms. Amy Hughes.*

J. Phaxis Education Contract for Special Education Teacher and Teacher Consultant.

*Would provide for two contracted positions: 1 teacher and 1 teacher consultant.*

5. Routine Matters.

A. Presentation of Minutes of Prior Meetings.

RECOMMENDED MOTION: Move that the Board of Education approve the minutes of the June 16, 2025 Special Meeting: Annual Budget Hearing, as presented.

Motion: \_\_\_\_\_ McClure \_\_\_\_\_.

Second: \_\_\_\_\_ Setlak \_\_\_\_\_.

Ayes:   6  . Nays:   0  .

Passed:   X  . Defeated: \_\_\_\_\_.

RECOMMENDED MOTION: Move that the Board of Education approve the minutes of the June 16, 2025 Regular Meeting, as presented.

Motion: \_\_\_\_\_ McClure \_\_\_\_\_.  
 Second: \_\_\_\_\_ Harvey \_\_\_\_\_.  
 Ayes: \_\_\_ 6 \_\_\_. Nays: \_\_\_ 0 \_\_\_\_\_.  
 Passed: \_\_\_ X \_\_\_\_\_. Defeated: \_\_\_\_\_.

B. Presentation of Financial Statements.

RECOMMENDED MOTION: Move that the Board of Education receive and place on file for audit the financial reports for the District for the period through June 30, 2025.

Motion: \_\_\_\_\_ Setlak \_\_\_\_\_.  
 Second: \_\_\_\_\_ Hunt \_\_\_\_\_.  
 Ayes: \_\_\_ 6 \_\_\_. Nays: \_\_\_ 0 \_\_\_\_\_.  
 Passed: \_\_\_ X \_\_\_\_\_. Defeated: \_\_\_\_\_.

6. Reports.

A. Board President – **Mr. John Knowles.**

*No report.*

B. Superintendent – **Mr. Kipp Beaudoin.**

*See attached report. Shared two presentations with the Board of Education:*

1. ***Electric buses*** – presented by Blue Bird company

- a. *District has received a \$2 million grant (74B Clean Bus Grant), with an additional grant opportunity this fall, for the purchase of four electric buses and necessary infrastructure.*
- b. *Blue Bird shared information about their company (as a potential vendor) and shared information/held a Q&A session about electric buses.*

2. ***Superintendent goals update*** – presented by Superintendent Kipp Beaudoin

- a. *Shared a progress update on goals with the Board of Education, after having previously met with Board Members McClure and Loew to review progress.*
- b. *Planning to hold a mid-year evaluation at the August 18 Board of Education regular meeting.*

C. High School Principal – **Mr. William Heffner.**

*No July report.*

D. Elementary Principal – **Ms. Amy Hughes.**

*No July report.*

E. Athletic Director – **Ms. Kathy Parlin.**

*No July report.*

F. Special Education, Assessment, and Compliance Officer – **Mr. Walter Dubbled.**

*No July report.*

7. Action Items:

A. Designation of Paying Agents, etc.

RECOMMENDED MOTION: Move that the paying, depositing, and withdrawing agents for Athens Area Schools' funds be selected using the guidelines specified in Athens Area Schools investment NEOLA policy No. 6144, which was adopted and signed on February 16, 2004. Further, all payroll fund checks will be signed by the treasurer of the Board of Education or the business manager, serving as an alternate. All hot lunch, activity fund, capital projects, and debt retirement checks will be signed by the superintendent or the business manager, serving as an alternate. All general fund checks, which athletics is a part of, will be signed by the superintendent or the business manager, serving as an alternate. Investment instruments will be signed by the superintendent and/or the business manager, and the treasurer of the Board of Education, as occasions demand.

Motion: \_\_\_\_\_ McClure \_\_\_\_\_.  
 Second: \_\_\_\_\_ Penick \_\_\_\_\_.  
 Ayes:   6  . Nays:   0  .  
 Passed:   X  . Defeated: \_\_\_\_\_.

B. 2025-2026 Depositories: Southern Michigan Bank and Trust & Michigan Liquid Asset Fund (MILAF).

RECOMMENDED MOTION: Move that the Board of Education approve Southern Michigan Bank and Trust, and the Michigan Liquid Asset Fund (MILAF), as depositories for the 2025-2026 school year, as recommended.

Motion: \_\_\_\_\_ Penick \_\_\_\_\_.  
 Second: \_\_\_\_\_ Hunt \_\_\_\_\_.  
 Ayes:   6  . Nays:   0  .  
 Passed:   X  . Defeated: \_\_\_\_\_.

C. Bond Authority.

RECOMMENDED MOTION: Move that the Board of Education authorize the superintendent, Mr. Kipp Beaudoin, with the treasurer of the Board of Education serving as an alternate, to sign the Bond Authority Purchase Contract and accept the interest rate for the note.

Motion: \_\_\_\_\_ Hunt \_\_\_\_\_.  
 Second: \_\_\_\_\_ Penick \_\_\_\_\_.  
 Ayes:   6  . Nays:   0  .  
 Passed:   X  . Defeated: \_\_\_\_\_.

## D. Purchase Orders.

RECOMMENDED MOTION: Move that the Board of Education authorize the superintendent, Mr. Kipp Beaudoin, and/or the business manager, Ms. Tonia Vorce, to sign purchase orders for the general/athletic, hot lunch, activity, debt retirement, sinking, and capital project funds.

Motion: \_\_\_\_\_ Harvey \_\_\_\_\_.  
 Second: \_\_\_\_\_ Setlak \_\_\_\_\_.  
 Ayes:   6  . Nays:   0  .  
 Passed:   X  . Defeated: \_\_\_\_\_.

## E. Determination of Board of Education Regular Meetings.

RECOMMENDED MOTION: Move that the Board of Education set the third Monday of each month to be the regular business meeting date. Meetings will be held in the Athens Jr./Sr. High School media center, unless otherwise posted.

Motion: \_\_\_\_\_ Setlak \_\_\_\_\_.  
 Second: \_\_\_\_\_ Penick \_\_\_\_\_.  
 Ayes:   6  . Nays:   0  .  
 Passed:   X  . Defeated: \_\_\_\_\_.

## F. Determination of Board of Education Compensation.

RECOMMENDED MOTION: Move that the Board of Education compensation be \$0.00 per meeting with an annual maximum of \$0.00.

Motion: \_\_\_\_\_ Harvey \_\_\_\_\_.  
 Second: \_\_\_\_\_ Setlak \_\_\_\_\_.  
 Ayes:   6  . Nays:   0  .  
 Passed:   X  . Defeated: \_\_\_\_\_.

## G. Designation of Legal Counsel.

RECOMMENDED MOTION: Move that the Board of Education retain the firm of Thrun Law Firm, P.C., of East Lansing, Michigan, as legal counsel.

Motion: \_\_\_\_\_ McClure \_\_\_\_\_.  
 Second: \_\_\_\_\_ Penick \_\_\_\_\_.  
 Ayes:   6  . Nays:   0  .  
 Passed:   X  . Defeated: \_\_\_\_\_.

#### H. Delegation of Duties by Officers.

RECOMMENDED MOTION: Move that the Board of Education appoint the superintendent, Mr. Kipp Beaudoin, to do all of the following: All legal advertising required by law or as directed by the Board of Education; assist the counties in conducting annual and special elections; and prepare reports required by the State Board of Education.

Motion: \_\_\_\_\_ Penick \_\_\_\_\_.  
 Second: \_\_\_\_\_ Harvey \_\_\_\_\_.  
 Ayes: \_\_\_ 6 \_\_\_. Nays: \_\_\_ 0 \_\_\_\_\_.  
 Passed: \_\_\_ X \_\_\_\_\_. Defeated: \_\_\_\_\_.

#### I. New Hires.

RECOMMENDED MOTION: Move that the Board of Education approve the hiring of Mr. William Heffner as the Athens Jr./Sr. High School Principal.

Motion: \_\_\_\_\_ Hunt \_\_\_\_\_.  
 Second: \_\_\_\_\_ Harvey \_\_\_\_\_.  
 Ayes: \_\_\_ 6 \_\_\_. Nays: \_\_\_ 0 \_\_\_\_\_.  
 Passed: \_\_\_ X \_\_\_\_\_. Defeated: \_\_\_\_\_.

RECOMMENDED MOTION: Move that the Board of Education approve the hiring of Ms. Amy Hughes as the East Leroy Elementary School Principal.

Motion: \_\_\_\_\_ Setlak \_\_\_\_\_.  
 Second: \_\_\_\_\_ Hunt \_\_\_\_\_.  
 Ayes: \_\_\_ 6 \_\_\_. Nays: \_\_\_ 0 \_\_\_\_\_.  
 Passed: \_\_\_ X \_\_\_\_\_. Defeated: \_\_\_\_\_.

#### J. Phaxis Education Contract for Special Education Teacher and Teacher Consultant.

RECOMMENDED MOTION: Move that the Board of Education approve the contract with Phaxis Education for the Special Education Teacher and Teacher Consultant positions.

Motion: \_\_\_\_\_ McClure \_\_\_\_\_.  
 Second: \_\_\_\_\_ Setlak \_\_\_\_\_.  
 Ayes: \_\_\_ 6 \_\_\_. Nays: \_\_\_ 0 \_\_\_\_\_.  
 Passed: \_\_\_ X \_\_\_\_\_. Defeated: \_\_\_\_\_.

#### K. 74B Clean Bus Grant.

RECOMMENDED MOTION: Move that the Board of Education accept the 74B Clean Bus Grant, as presented.

Motion: \_\_\_\_\_ Setlak \_\_\_\_\_.  
 Second: \_\_\_\_\_ Harvey \_\_\_\_\_.  
 Ayes: \_\_\_ 6 \_\_\_. Nays: \_\_\_ 0 \_\_\_\_\_.  
 Passed: \_\_\_ X \_\_\_\_\_. Defeated: \_\_\_\_\_.

8. Public Comments.

**Brian Jackson** – Asked a question about whether we plan on hiring a second 6th grade teacher for this school year.

**Lori Doubleday** – Asked if we could meet the new principals and their families.

(Both **Mr. William Heffner** and **Ms. Amy Hughes** introduced themselves and their families to the Board of Education and the public in attendance.)

**Kelly Hulce** – Asked where we are at on being able to livestream our Board of Education meetings and if this is still something being considered.

9. Board Comments.

None.

**Board of Education break:** Out at 8:03 p.m.; Back in at 8:11 p.m.

10. Closed Session.

RECOMMENDED MOTION: Move that the Board of Education go into closed session under Section 8(1)(h) of the Open Meetings Act so that the Board may discuss privileged, written attorney-client communications and Section 8(c) of the Open Meetings Act so that the Board may discuss support staff contract negotiations.

Motion: \_\_\_\_\_ Harvey \_\_\_\_\_.

Roll Call Vote: Harvey: \_\_\_ Yes \_\_\_ Hunt: \_\_\_ Yes \_\_\_ Knowles: \_\_\_ Yes \_\_\_  
Loew: \_\_\_ Absent/Excused \_\_\_ McClure: \_\_\_ Yes \_\_\_ Penick: \_\_\_ Yes \_\_\_ Setlak: \_\_\_ Yes \_\_\_

Ayes: \_\_\_ 6 \_\_\_. Nays: \_\_\_ 0 \_\_\_.

Passed: \_\_\_ X \_\_\_. Defeated: \_\_\_\_\_.

**Board President returns the meeting to Open Session** at \_\_\_\_\_ 8:46 p.m. \_\_\_\_\_.

11. Adjournment.

RECOMMENDED MOTION: Move the meeting be adjourned.

Motion: \_\_\_\_\_ Penick \_\_\_\_\_.

Second: \_\_\_\_\_ Setlak \_\_\_\_\_.

Ayes: \_\_\_ 6 \_\_\_. Nays: \_\_\_ 0 \_\_\_.

Passed: \_\_\_ X \_\_\_. Defeated: \_\_\_\_\_.

Time of adjournment: \_\_\_\_\_ 8:48 p.m. \_\_\_\_\_.

Minutes signed by: Teri S. Loew, Secretary/Acting Secretary of the Board of Education

Minutes prepared by: \_\_\_\_\_ Eric McClure, Acting Board of Education Secretary \_\_\_\_\_

Approved for publication by the Board of Education on: \_\_\_\_\_ August 18, 2025 \_\_\_\_\_ (date)