

MUSKEGON HEIGHTS PUBLIC SCHOOL ACADEMY SYSTEM

Board of Directors Special Meeting

June 24, 2025, 5:00 p.m.

**Muskegon Heights Public School Academy
2441 Sanford Street, Muskegon Heights, MI 49444**

I. Call To Order

The Muskegon Heights Public School Academy System Board of Directors, conducted at the Muskegon Heights Academy, 2441 Sanford Street, Muskegon Heights, MI 49444, was called to order by **Vice President Kapteyn on June 24, 2025, 5:15 p.m.**

II. Roll Call

Board of Directors

Vice President Kapteyn-Present

Secretary Sanders-Present

Treasurer Bryant-Late/Present-(5:23 pm)

Trustee Bankhead- Present

Administrative Staff

Superintendent Holmes-Present

III. Organizational Meeting Action Items

A. Election of Officers

Vice President Kapteyn moved for the nomination for the election of **Board President**.

Trustee Bankhead motioned for the nomination to elect Katie Kapteyn for Board President.

Secretary Sanders seconded the motion. Mrs. Kapteyn consented to the nomination.

Roll Call Taken: Secretary Sanders-I, Trustee Bankhead-I. Motion carried by majority vote and was adopted.

Vice President Kapteyn moved for the nomination for the election of **Board Treasurer**.

Trustee Bankhead motioned for the nomination to elect Mr. Chauncey Bryant for Board Treasurer.

Secretary Sanders seconded the motion. Discussion had as Mr. Bryant gave the Board verbal agreement to his consent to the nomination.

Roll Call Taken: Vice President Kapteyn-I, Secretary Sanders-I, Trustee Bankhead-I. Motion carried by majority vote and was adopted.

June 24, 2025 minutes

Vice President Kapteyn moved for the nomination for the election of **Board Secretary**.

Trustee Bankhead motioned for the nomination to elect Kesha Sanders for Board Secretary.

President Kapteyn seconded the motion. Mrs. Kesha Sanders consented to the nomination.

Roll Call Taken: Vice President Kapteyn-I, Secretary Sanders-I, Trustee Bankhead-I. Motion carried by majority vote and was adopted.

B. Acknowledgement that the Board of Directors will comply with all Applicable Laws and Regulations.

Vice President Kapteyn moved for the motion for the acknowledgement that the Board of Directors will comply with all Applicable laws and regulations.

Trustee Bankhead motioned for the acknowledgement that the Board of Directors will comply with all Applicable laws and regulations.

Secretary Sanders seconded the motion. No Discussion had.

Roll Call Taken: Vice President Kapteyn-I, Secretary Sanders-I, Trustee Bankhead-I. Motion carried by majority vote and was adopted.

C. Approval of the Board Treasurer and President as the person(s) eligible to sign Muskegon Heights Public School Academy System Checks

President Kapteyn moved for the approval of the Board Treasurer and President as the person(s) eligible to sign MHPSAS Checks.

Secretary Sanders motioned for the approval of the Board Treasurer and President as the person(s) eligible to sign MHPSAS Checks.

Trustee Bankhead seconded the motion. No Discussion had.

Roll Call Taken: Vice President Kapteyn-I, Secretary Sanders-I, Trustee Bankhead-I. Motion carried by majority vote and was adopted.

IV. New Business

A. Chartwells Contract Renewal for Food Service Management

President Kapteyn moved for the approval of the Chartwells Contract Renewal for Food Service Management for 2025-26 school year.

Trustee Bankhead motioned for the approval of the Chartwells Contract Renewal for Food Service Management for 2025-26 school year.

Secretary Sanders seconded the motion. No Discussion had.

Roll Call Taken: Vice President Kapteyn-I, Secretary Sanders-I, Trustee Bankhead-I. Motion carried by majority vote and was adopted.

June 24, 2025 minutes

B. Dean Transportation Contract for Transportation Services

President Kapteyn moved for the approval of the Dean Transportation Service Contract for the 2025-26 school year.

Secretary Sanders motioned for the approval of the Dean Transportation Service Contract for the 2025-26 school year.

Trustee Bankhead seconded the motion. No Discussion had.

Roll Call Taken: Vice President Kapteyn-I, Secretary Sanders-I, Trustee Bankhead-I. Motion carried by majority vote and was adopted.

C. MHSAA 2025-2026 Membership

President Kapteyn moved for the approval of the MHSAA 2025-26 Membership

Secretary Sanders motioned for the approval of the MHSAA 2025-26 Membership

Trustee Bankhead seconded the motion. No Discussion had.

Roll Call Taken: Vice President Kapteyn-I, Secretary Sanders-I, Trustee Bankhead-I. Motion carried by majority vote and was adopted.

D. 2025 SAN Loan Application

President Kapteyn moved for the approval of the 2025 SAN Loan Application

Secretary Sanders motioned for the approval of the 2025 SAN Loan Application.

Trustee Bankhead seconded the motion. No Discussion had.

Roll Call Taken: Vice President Kapteyn-I, Secretary Sanders-I, Trustee Bankhead-I. Motion carried by majority vote and was adopted.

E. Gabridge & Co. as Auditor for the 2024-2025 Budget Year.

President Kapteyn moved for the approval of Gabridge & Co. as Auditor for the 2024-2025 Budget Year.

Treasurer Bryant motioned for approval of Gabridge & Co. as Auditor for the 2024-2025 Budget Year.

Trustee Bankhead seconded the motion. No Discussion had.

Roll Call Taken: Vice President Kapteyn-I, Treasurer Bryant-I, Secretary Sanders-I, Trustee Bankhead-I. Motion carried by majority vote and was adopted

F. Direction to hold Final Payment for Square One Strategy Group in escrow Subject to the State Aid Appeal Results

President Kapteyn moved for the approval to hold Final Payment for Square One Strategy Group in escrow Subject to the State Aid Appeal Results

Secretary Sanders motioned for the approval to hold Final Payment for Square One Strategy Group in escrow Subject to the State Aid Appeal Results

Treasurer Bryant seconded the motion. Discussion was had with Attorney Urban to explain the payment hold process and to state that it would not affect employees' last paycheck.

Roll Call Taken: Vice President Kapteyn-I, Treasurer Bryant-I, Secretary Sanders-I, Trustee Bankhead-I. Motion carried by majority vote and was adopted

June 24, 2025 minutes

G. Termination of Superintendent Contract

President Kapteyn moved for the Approval of the District Board Resolution regarding the removal of the MHPSAS Board of Directors from the direct hiring of the Superintendent to go into effect on June 30, 2025.

Secretary Sanders motioned for the Approval of the District Board Resolution regarding the removal of the MHPSAS Board of Directors from the direct hiring of the Superintendent to go into effect on June 30, 2025

Trustee Bankhead seconded the motion. Discussion was had by Mr. Holmes and Attorney Urban and the Board.

Roll Call Taken: Vice President Kapteyn-1, Treasurer Bryant-1, Secretary Sanders-1, Trustee Bankhead-1. Motion carried by majority vote and was adopted.

V. Discussion Items

A. Joint Board Work Session

President Kapteyn stated that a Joint Board Work Session will take place with BOE and PSA Boards on June 30, 2025 at: 2306 Leahy St. Board of Education Building

VI. Public Comments (limited to 2 minutes per person)

Ms. Rybecki commented on Summer School and the need to change the date as some things that S1S had in place that will work better and save the district money as numbers are low.

Ms. Brown commented that she still needs answers and when will we get paid.

Ms. Simmons commented that no one works for free so how will we receive our payment on the 4th for employees.

VII. Comments from the Board of Directors

Trustee Bankhead commented that the Board is very apologetic as they are doing the very best they can but the Board has inherited a big task and the clean up is heavy as they have to abide by the law and be compliant.

VIII. Next Meeting

The next Regular Board of Directors meeting will be **August 18, 2025, at 5 pm** at Muskegon Heights Public School Academy, 2441 Sanford St. Muskegon Heights, MI 49444

IX. Adjournment

Vice President Kapteyn adjourned the meeting at: 6:53 pm.



Kesha Sanders-Board Secretary

June 24, 2025 minutes