MUSKEGON HEIGHTS PUBLIC SCHOOL ACADEMY SYSTEM

Board of Directors Meeting

September 15, 2025, 6:00 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 **President Kapteyn @ 6:07 pm.**

II. **Roll Call**

Board of Directors
President Kapteyn- Present
Vice President- Vacant
Secretary Sanders-Present
Treasurer Bryant-Present
Trustee McIntosh-Present

Administrative Staff
Superintendent: Mrs. Loudermill-Present
Business Operations: Mrs. Day-Present

III. **Approval of Sept 15, 2025 Agenda**

President Kapteyn moved for the approval of the September 15, 2025, Agenda with the amendment to move the closed session to after the presentation by Karen Aldridge.
Treasurer Bryant motioned to approve the September 15, 2025, Agenda with the amendment to move the closed session to after the presentation by Karen Aldridge.
Trustee McIntosh seconded the motion. No discussion had, and the motion was carried by majority vote and was adopted.
Roll Call Vote: President Kapteyn-I, Secretary Sanders-I, Treasurer Bryant-I, Trustee McIntosh-I

IV. **Approval of August 18, 2025, Regular Board Meeting Minutes**

President Kapteyn moved for the Approval of the August 18, 2025 Regular Board Meeting Minutes
Trustee Bryant motioned for the Approval of the August 18, 2025 Regular Board Meeting Minutes
Secretary Sanders seconded the motion. No Discussion had, and the motion was carried by majority vote and was adopted.
Roll Call Vote: President Kapteyn-I, Secretary Sanders-I, Treasurer Bryant-I, Trustee McIntosh-I

Approval of Sept 8, 2025 Special Joint Board Training Meeting Minutes

President Kapteyn moved for the Approval of the Joint Board Training on Sept 8, 2025.
Secretary Sanders motioned for the Approval of the Joint Board Training on Sept. 8, 2025
Treasurer Bryant seconded the motion. No Discussion had, and the motion was carried by majority vote and was adopted.
Roll Call Vote: President Kapteyn-I, Secretary Sanders-I, Treasurer Bryant-I, Trustee McIntosh-I

V. **Presentation by Karen Aldridge**

Mr. Todd Jacob and Mrs. Aldridge of The Community Foundation presented to the Board, introducing the services they offer and expressing their interest in collaborating with the MHPSA community.

VI. **Finance Report & Proposed Amended 2025-26 Budget**

Mark Graham, CFO, presented the monthly financial packet to the Board, including the Bank reconciliation, YTD budget, and July-August check report.
President Kapteyn moved for the Approval of the Finance Report & Amended 2025-26 Budget.
Treasurer Bryant motioned for the Approval of the Finance Report & Amended 2025-26 Budget.
Secretary Sanders seconded the motion. No Discussion, and the motion was carried by majority vote and was adopted.
Roll Call Vote: President Kapteyn-I, Secretary Sanders-I, Treasurer Bryant-I, Trustee McIntosh-I

VII. **Checks for August Payment**

Mark Graham, CFO, presented the monthly checks for August payments to the Board for review/approval.
President Kapteyn moved for the Approval of the Finance Report & Amended 2025-26 Budget.
Trustee McIntosh motioned for the Approval of the Finance Report & Amended 2025-26 Budget.
Treasurer Bryant seconded the motion. No Discussion, and the motion was carried by majority vote and was adopted.
Roll Call Vote: President Kapteyn-I, Secretary Sanders-I, Treasurer Bryant-I, Trustee McIntosh-I

VIII. **Closed Session for Review of Written Opinion of Counsel**

President Kapteyn moved for a motion to convene in a closed session for written opinion of Counsel at **6:34 pm.**
Secretary Sanders motioned the Board to convene in closed session to review the written opinion of Counsel.
Trustee McIntosh seconded the motion. No discussion had and the motion was carried by majority vote and was adopted.
Roll Call Vote: President Kapteyn-I, Secretary Sanders-I, Treasurer Bryant-I, Trustee McIntosh-I
President Kapteyn moved for a motion to end the closed session and resume the Regular Board meeting.
Trustee McIntosh motioned to end the closed session and resume the Regular Board meeting at **6:54 pm.**
Roll Call: President Kapteyn- Present, Secretary Sanders-Present, Treasurer Bryant-Present, Trustee McIntosh-Present.

IX. **Superintendent Report**

Mrs. Loudermill presented her first monthly report to the Board, outlining the updates and progress the MHPSA team has made since the new school year began. Mrs. Loudermill also presented the board with an updated list of school forms, policies and procedures to ensure compliance with State requirements as outlined. MHPSA is moving along with great strides. Mrs Loudermill is requesting out-of-county field trip permission to take students to Ferris State University Gear Up, and JA BizTown.

President Kapteyn moved for the approval of MHA to take students to Ferris State University's Gear Up and JA BizTown field trips.

Secretary Sanders motioned for the approval of MHA to take students to Ferris State University's Gear Up and JA BizTown field trips.

Trustee McIntosh seconded the motion. No Discussion had, and the motion was carried and adopted by majority vote.

Roll Call Vote: President Kapteyn-I, Secretary Sanders-I, Treasurer Bryant-I, Trustee McIntosh-I

X. **New Business**

A. **District Board Resolution/Memorandum of Agreement**

President Kapteyn moved for the approval of the District Board Resolution/Memorandum of Agreement.

Trustee Bryant motioned for the approval of the District Board Resolution/Memorandum of Agreement.

Secretary Sanders seconded the motion. No Discussion had, and the motion was carried and was adopted by majority vote.

Roll Call Vote: President Kapteyn-I, Secretary Sanders-I, Treasurer Bryant-I, Trustee McIntosh-I

B. **Committee Formation & Selection of Members**

President Kapteyn had Board Discussion for a new format and committee formation that's in development, and the selection of Members that will make up the committee to keep track of expenses moving forward.

C.**Approval of Mutual Release & Settlement Agreement**

President Kapteyn moved to approve the Mutual Release & Settlement Agreement with Global Psychological.

Trustee McIntosh motioned for the approval of the Mutual Release & Settlement Agreement with Global Psychological.

Secretary Sanders seconded the motion. No Discussion had, and the motion was carried and Adopted by majority vote.

Roll Call Vote: President Kapteyn-I, Secretary Sanders-I, Treasurer Bryant-I, Trustee McIntosh-I

D. **Midwest Substitute Staffing Contract**

President Kapteyn moved for the approval of Midwest Substitute Staffing Contract as the Primary provider.

Treasurer Bryant motioned for the Approval of Midwest Substitute Staffing Contract as the Primary provider.

Secretary Sanders seconded the motion. No Discussion had, and the motion was carried and adopted by majority vote.

Roll Call Vote: President Kapteyn-I, Secretary Sanders-I, Treasurer Bryant-I, Trustee McIntosh-I

E. **Contract Termination with Infinity Staffing Services**

President Kapteyn Had discussion with the Board on the Terminating the Infinity Staffing Contract. This was approved by the Board in the July 2025 Board meeting for Midwest management & the Superintendent giving them authorization to terminate Infinity contract as outlined in their contract.

XI. **Public Comment**

Mr. Cooper, an MHA employee, commented that school safety and security should always come first.

Mr. Pierre Tyson, father of the prior Art Teacher- Armon Tyson, stated that he was impressed with tonight's Board meeting but has still not reached a mutual resolution on his son`s missing art supplies.

XII. **Comments from the Board of Directors**

Secretary Sanders thanked everyone for coming out and participating and the work being done here is for the good of the students and teachers and the Board really appreciates all the hard work.

Trustee McIntosh thanks everyone for the warm welcoming love she`s receiving, and she has a lot to learn and is so excited to be a part of the team.

XIII. **Confirmation of Next Meeting date**

The next Regular Board of Directors meeting will be on **October 20, 2025, at 6 pm** at Muskegon Heights Public School Academy, 2441 Sanford St., Muskegon Heights, MI 49444

XIV. **Adjournment**

President Kapteyn adjourned the meeting at **7:51 pm.**

Kesha Sanders

Kesha Sanders-Board Secretary

September 15, 2025 minutes