

**READING COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
July 30th, 2025
MINUTES**

President J. Galloway called the regular meeting of the Board of Education of Reading Community Schools to order at 7:00 p.m. in the high school band room.

Pledge of allegiance was given.

Members present: R. Grossheim, B. Kerspilo, J. Galloway, R. Sanders, B. Pavka

Members absent: N. Pridgeon, B. Wheeler

Others present: M. DuBois, P. Bassage, S. Boswell, L. Otterbein, S. Brown, C. Willoughby
M. Draper, M. Knoll, C. Smith, K. Eaton, M. Hubbard, J. Coe

IV. Additions/Corrects to Agenda: Add letter “e.” under Board Business/Action items “Approve Budget Adjustment.”

V. Nice Things:

- Nice Things in board packet. J. Galloway noted Jen Flynn painting, and staff participation at June’s Place

VI. Comments from Guests:

- M. Knoll gave comments about the summer food program success, and district staff supporting Remedy and Nigerian children

VII. Board Organization:

a. Designation of Monetary Management 2025-2026

1. Depositories to be used:

Motion by B. Pavka to designate Century Bank & Trust, Hillsdale County National Bank, and Michigan School District Liquid Asset Fund Plus as depositories for the 2025-2026 school year. Supported by B. Kerspilo.

Ayes: R. Grossheim, B. Kerspilo, B. Pavka, J. Galloway, R. Sanders

Nays: None – Motion carried.

Absent: N. Pridgeon, B. Wheeler

2. Authorized Signatures for Account Management:

Motion by B. Kerspilo to authorize the appropriate signatures for accounts, Supported by R. Sanders

- i. General Fund - Superintendent DuBois and/or Pamela Bassage;
- ii. Debt Funds, Land Acquisition Fund, Bond Capital Projects Fund, and Athletic Accounts - Superintendent DuBois and/or Pamela Bassage;
- iii. Athletic Officials Checking Account - Mitch Hubbard, Lisa Otterbein, Superintendent DuBois and/or Pamela Bassage in their absence;
- iv. General Fund Investment Account - Superintendent DuBois and/or Pamela Bassage;
- v. Internal Accounts -Building Principals and/or Superintendent DuBois;
- vi. Special Revenue Fund Account - Superintendent DuBois and/or Pamela Bassage;
- vii. Sinking Fund Account - Superintendent DuBois and/or Pamela Bassage;
- viii. Food Service Account - Superintendent DuBois and/or Pamela Bassage
- ix. HS Activity Fund - Superintendent DuBois, Lisa Otterbein, Katherine Kerspilo

Ayes: R. Grossheim, B. Kerspilo, B. Pavka, J. Galloway, R. Sanders

Nays: None – Motion carried.

Absent: N. Pridgeon, B. Wheeler

b. Designation of Legal Counsel 2025-

Motion by R. Sanders to designate Thrun Law Firm, PC. as legal counsel for the Board of Education for the year of 2025-2026. Supported by B. Pavka

Ayes: R. Grossheim, B. Kerspilo, B. Pavka, J. Galloway, R. Sanders

Nays: None – Motion carried.

Absent: N. Pridgeon, B. Wheeler

c. Membership in MASB 2025-2026 SY

Motion by B. Kerspilo to retain membership in MASB for the 2025-2026 year. Supported by B. Pavka

Ayes: R. Grossheim, B. Kerspilo, B. Pavka, J. Galloway, R. Sanders

Nays: None – Motion carried.

Absent: N. Pridgeon, B. Wheeler

d. School Board Compensation 2025-2026

Motion by R Grossheim to set school board compensation at \$40 per meeting for attendance at 12 regular meetings and \$20 for up to 6 work session/special meetings. Supported by B Pavka.

Ayes: R. Grossheim, B. Kerspilo, B Pavka, J Galloway, R Sanders

Nays: None – Motion carried.

Absent: N. Pridgeon, B. Wheeler

e. Schedule of Work Session/Regular Meetings for 2025-2026

Motion by B Kerspilo to schedule the work sessions of the Board of Education at 6:00 p.m. and the regular meetings of the Board of Education at 7:00 p.m. in the Reading High School Band Room unless a different time or location is posted. October 2025 meetings in conference room. Supported by R Grossheim.

Ayes: R. Grossheim, B. Kerspilo, B Pavka, J Galloway, R Sanders

Nays: None – Motion carried.

Absent: N. Pridgeon, B. Wheeler

VIII. Board Business / Action Items:

- a. R Sanders made a motion to approve items 1-3 under consent agenda “a.” motion was supported by R Grossheim. R. Sanders amended motion to include “Budget Hearing Minutes”, supported by R. Grossheim.

Ayes: R. Grossheim, B. Kerspilo, B Pavka, J Galloway, R Sanders

Nays: None – Motion carried.

Absent: N. Pridgeon, B. Wheeler

- b. R Sanders made motion to accept Teacher Contract Agreement, support by R Grossheim.

Ayes: R. Grossheim, B. Kerspilo, B Pavka, J Galloway, R Sanders

Nays: None – Motion carried.

Absent: N. Pridgeon, B. Wheeler

- c. B Pavka made motion to accept the paraprofessional and food service work agreements, supported by R Sanders.

Ayes: R. Grossheim, B. Kerspilo, B Pavka, J Galloway, R Sanders

Nays: None – Motion carried.

Absent: N. Pridgeon, B. Wheeler

- d. R Grossheim made motion to accept HS/MS Handbook /Curriculum Guide Update with date in footer, supported by R Sanders.

Ayes: R. Grossheim, B. Kerspilo, N. B Pavka, J Galloway, R Sanders

Nays: None – Motion carried.

Absent: Pridgeon, B. Wheeler

- e. B Kerspilo made motion to approve budget adjustment of \$41,585 as presented due to the mileage overage for bus lease, supported by R Grossheim.

Ayes: R. Grossheim, B. Kerspilo, B Pavka, J Galloway, R Sanders

Nays: None – Motion carried.

Absent: N. Pridgeon, B. Wheeler

IX. Items requiring Review and Update:

- a. Mr. Draper gave update on the recent school safety committee meeting. Highlighting the secure front entrance at high school is almost complete. Mr. Wisel has asked about some changes at the Elementary, it will be on next meeting's agenda. He also discussed the pickup drop off issue at grade school with road construction. Committee has ideas, is being proactive, and is "wait and see" as we get closer to start of school what best practice will be.
- b. President Galloway presented a breakdown for proposed reimbursements for travel, meals, lodging, etc. per policy po6550 2025-26 SY. This will be action item on next month's agenda.

X. Information/Discussion Items:

- a. Mr. Hubbard gave athletic director report. We still have openings for Jr. High football, and jr. high cross country. K. Stump is the new varsity cross country coach.
- b. Mrs. Otterbein highlighted the new secure front entrance, and the progress being made. Shelby Randall is our new home economics teacher. We received a \$2500 donation from the Guise Foundation for the home economics program. Any visitors will be coming into the HS at the west main doors in the secure entrance.
- c. Mr. Dubois gave the Superintendents report:
 - 1. Mr. Dubois updated board on district projects- the new secure front entrance is close to being finished. The new playground equipment has still not been installed. The installation is now scheduled for August 19th - which is first day of

school. This is the third delay from the company. Water main repair at the elementary by JD Construction is done. Painting and tuck pointing, that was scheduled at both buildings, is done and looks great.

2. Mr. Dubois is working with the maintenance/custodial staff on their work agreement. They have a few language issues but are getting close to a complete agreement. He should have that for the August meeting. We have hired Shelby Boden as a new Elementary Teacher.

XI. Additional comments from Board/Superintendent:

B. Kerspilo stated the roman numerals on the published agenda were off, and noted he would change for minutes. J. Galloway announced the staff breakfast is August 11th at 8:00 am. Open house is August 13th 5:00-6:30 Elementary, and 6:30-8:00 for High School.

XII. Future Meetings:	August 27th, 2025	6:00 p.m.	Work Session
	August 27th, 2025	7:00 p.m.	Regular Meeting

XIII. Additional comments from guests: NONE

R. Sanders moved to adjourn the meeting at 7:36 p.m. The motion was supported by B Pavka.

Ayes: B. Kerspilo, R. Grossheim, J. Galloway, B. Pavka, R. Sanders

Nays: None – Motion carried.

Absent: N. Pridgeon, B. Wheeler

Respectfully,
Brian Kerspilo
Board Secretary