

**MILAN AREA SCHOOLS  
BOARD OF EDUCATION  
REGULAR MEETING  
WEDNESDAY, JANUARY 29, 2025  
AGENDA**

**I. Call to Order**

**II. Pledge of Allegiance**

**III. Communications / Community Engagement**

This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public meeting. There are two times for public participation during the meeting as indicated in the agenda. When addressing the Board, you will be asked to state your name. The Board determines the amount of time granted to individuals or groups to speak. Each person shall be allowed to speak for up to 3 minutes. Board members may question speakers, but are not obligated to answer questions or make statements or commitments in response to issues raised by the public. In general, such items will be referred to the superintendent for advisement, investigation, study, and/or recommendation or designated as future agenda items for Board consideration.

**A. Public Comments**

**IV. Routine Matters for Approval**

**A. Minutes of the Regular Meeting of January 14, 2025**

**V. Milan Area Schools Strategic Plan Business**

**A. Finance / Operations**

**1. 2024-2025 General Fund Budget Amendment - Attachment A**

**B. Personnel / Leadership**

**1. Superintendent Selection Process Update**

**C. Communications / Community Engagement**

**1. Public Comments**

**2. Student Board Representative Comments**

**3. Assistant Superintendent Comments**

**4. Superintendent Comments**

**5. Board Member Comments**

**VI. Adjournment**

**MILAN AREA SCHOOLS  
BOARD OF EDUCATION  
REGULAR MEETING  
WEDNESDAY, JANUARY 29, 2025  
RESOLUTIONS**

**I. Call to Order**

The regular meeting of the Milan Area Schools Board of Education was called to order in the District Office Boardroom located at 100 Big Red Drive, Milan MI, 48160, by President Cislo at \_\_\_\_\_ p.m. on January 14, 2025.

Board Members Present:

Board Members Absent:

Staff Present:

Guests Present:

**II. Pledge of Allegiance**

**III. Communications / Community Engagement**

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**A. Public Comments**

**IV. Routine Matters for Approval**

**A. Minutes of the Regular Meeting of January 14, 2025**

Motion by \_\_\_\_\_ supported by \_\_\_\_\_ to approve the minutes of the regular meeting of January 14, 2025.

Burdette \_\_\_\_ Faro \_\_\_\_ Gutierrez \_\_\_\_ Heikka \_\_\_\_ Meray \_\_\_\_ Prior \_\_\_\_ Cislo \_\_\_\_  
Carried \_\_\_\_\_.

**V. Milan Area Schools Strategic Plan Business**

**A. Finance / Operations**

**1. 2024-2025 General Fund Budget Amendment - Attachment A**

Motion by \_\_\_\_\_ supported by \_\_\_\_\_ to approve the 2024-2025 General Fund Budget Amendment as included in Attachment A.

Faro \_\_\_\_ Gutierrez \_\_\_\_ Heikka \_\_\_\_ Meray \_\_\_\_ Prior \_\_\_\_ Cislo \_\_\_\_ Burdette \_\_\_\_  
Carried \_\_\_\_\_.

**B. Personnel / Leadership**

**1. Superintendent Selection Process Update**

**C. Communications / Community Engagement**

**1. Public Comments**

2. Student Board Representative Comments
3. Assistant Superintendent Comments
4. Superintendent Comments
5. Board Member Comments

**VI. Adjournment -** Time of Adjournment \_\_\_\_\_.

# DRAFT

**MILAN AREA SCHOOLS  
BOARD OF EDUCATION  
REGULAR MEETING  
Tuesday, January 14, 2025**

The regular meeting of the Milan Area Schools Board of Education was called to order in the Milan Area Schools District Board Room located at 100 Big Red Drive, Milan MI, 48160, by President Cislo at 7:00 p.m. on January 14, 2025.

Board Members Present: Cislo, Prior, Faro, Meray, Gutierrez, Burdette, Heikka

Board Members Absent: None

Signed in Staff: Bryan Girbach, Ryan McMahon, Krista Hendrix, Margaret Durkee, Sara Beckman

Signed in Guests: Virginia Heikka, Rebecca Cooper, Josie Cooper, Cheyanne Froehlich, Jon Cooper, Charissa Kofahl

Pledge of Allegiance

The Oath of Office was ceremoniously performed by President Cislo for our recently elected Board Members Carrie Karvonen-Gutierrez and Cassie Prior. The official Oath of Office was performed at an earlier date.

Motion by Prior supported by Gutierrez to elect Andrew Cislo for President of the Milan Area Schools Board of Education for a one year term. All Ayes. Carried 7-0

Motion by Heikka supported by Burdette to elect Tom Faro for Vice President of the Milan Area Schools Board of Education for a one year term. All Ayes. Carried 7-0

Motion by Faro supported by Heikka to elect Sara Meray for Secretary of the Milan Area Schools Board of Education for a one year term. All Ayes. Carried 7-0

Motion by Meray supported by Gutierrez to elect Michelle Heikka for Treasurer of the Milan Area Schools Board of Education for a one year term. All Ayes. Carried 7-0

Motion by Faro supported by Burdette to approve the appointments listed below:

Washtenaw School Board Association Representative - Carrie Gutierrez.

Legislative Relations Network Representative - Cassir Prior.

All Ayes. Carried 7-0

The Board reviewed the 2025 Board Committee Assignments

The Board announced the Big Red Board Chat Dates and Locations for 2025

Motion by Heikka supported by Prior to accept the Code of Ethics as included in Attachment A and read by the Board President. All Ayes. Carried 7-0

Superintendent Bryan Girbach read a proclamation from Governor Gretchen Whitmer in observance of School Board Recognition month. He then personally thanked the board members for their service to Milan Area Schools.

Public Comment:

- Cheyanne Froehlich shared comments regarding policy 5840.
- Rebecca Cooper shared comments regarding policy 5840.
- Charissa Kofahl shared comments regarding policy 5840.

Motion by Gutierrez supported by Prior to approve the minutes of the special meeting of December 18, 2024. All Ayes. Carried 7-0

Motion by Faro supported by Meray to approve the minutes of the special meeting closed session of December 18, 2024. All Ayes. Carried 7-0

Motion by Heikka supported by Burdette to approve the minutes of the regular meeting of December 18, 2024. All Ayes. Carried 7-0

Motion by Meray supported by Gutierrez to approve the minutes of the regular meeting closed session of December 18, 2024. All Ayes. Carried 7-0

Motion by Faro supported by Heikka to approve the bills/reimbursement of expenses. All Ayes. Carried 7-0

The the Board heard the First Reading for the 2024-2025 General Fund Budget Amendment as included in Attachment B

Motion by Heikka supported by Faro to approve the use of previously Board approved Sex Education curriculum and materials for grade levels above the grade level for which the curriculum and materials were originally approved. All Ayes. Carried 7-0

Motion by Meray supported by Prior to approve the Newcomer Literacy English Language Development course as presented in Attachment C. All Ayes. Carried 7-0

Motion by Gutierrez supported by Faro to approve the Graduation Requirements as detailed in attachment D. All Ayes. Carried 7-0

The Board discussed NEOLA Policy 5840 as included in Attachment E

The Board provided an update on the Superintendent Selection Process

Public Comments:

- Ms. Durkee asked a question regarding completing the Superintendent Input Survey as both a staff member and a guardian. Cislo clarified that participants may select all roles that apply to their situation within the survey.

Student Board Member Comments: None

Assistant Superintendent Comments were heard on the following topics:

- Grant Updates
  - WISD Grant - Orton-Gillingham Training
  - 27k - Loan Repayment
  - ESSER III / 11t - Program Report Completed

Superintendent Comments were heard on the following topics:

- Winter Athletics and Extra Curricular Activities
- Passing of Sandy Boziak's (bus driver) mother & Greg Boziak's (bus driver) mother-in-law
- District ALICE training update
- Gabe Burdette's New Board Member Orientation
- Rotary-MAS-Aid in Milan Christmas Basket Program
- Roof and Facade 5-Year Plan

Board Member Comments:

- Cislo shared his thanks to the students and staff who gave thank you cards to the Board.
- Prior echoed gratitude for the student thank you cards. She reminded the community about the upcoming Big Red Board Chats and the importance of participation in the Superintendent selection process. She gave an update on the District Communication Committee work and district website, the GMACF Gala on 3/1/25 and thanked the community for her election to the Board.
- Burdette echoed gratitude for the student thank you cards. He shared about his observation of the superintendent evaluation process, and that he will be completing the MASB training to be prepared to participate in the next evaluation.
- Faro shared his gratitude for the student thank you cards, and expressed thanks to Krista Hendrix for her work and collaboration with him on district finances. He gave an update about the MASB Winter Institute and reminded families about the upcoming deadline for applications to the SWWC (Consortium).
- Heikka shared her gratitude for the student thank you cards. She expressed appreciation for the respectful dialogue and comments regarding the review of policy 5840. She shared details for a free community dinner at Marble Memorial Church on 1/18 from 5-7pm, a clarified eligibility guidelines for GMACF scholarships.
- Meray shared gratitude for the student thank you cards, and praised staff and students for engaging in and modeling a gratitude practice. She wished the community a happy 2025, and encouraged everyone to take good care of themselves to avoid illness.
- Gutierrez echoed Ms. Meray's health reminder, adding that there are many illnesses besides COVID circulating, including Influenza A. She reminded the community about the upcoming Big Red Board Chat and encouraged reaching out to the Board during the Superintendent selection process to give input. She echoed gratitude for the student thank you cards, and to staff for prioritizing instructing kindness with students. She expressed thanks to Krista Hendrix and Tom Faro, and thanked fellow board members for their service in leadership roles.
- Cislo reiterated thanks to the staff in the bargaining units for their time and feedback regarding the Superintendent selection process. He thanked Mr. Faro and Ms. Gutierrez for their time at the Big Red Board Chat, and Mr. Burdette for his dedication to onboarding. He reiterated information about GMACF scholarships and encouraged families to explore available scholarships.

Time of Adjournment: 9:09 p.m.

A

**MILAN AREA SCHOOLS  
BOARD OF EDUCATION  
General Fund  
2024-2025 Budget Amendment**

		<b>FY 24-25 Adopted Budget</b>	<b>FY 24-25 Amended Budget</b>	<b>Increase/ Decrease</b>
<b><u>REVENUE:</u></b>				
100	Local	\$ 5,283,739	\$ 5,449,785	\$ 166,046
300	State	20,774,143	21,866,255	1,092,112
400	Federal	844,928	1,091,282	246,354
500/600	Incoming Transfers	3,059,274	3,811,218	751,944
<b>Total Revenues</b>		<b>\$ 29,962,084</b>	<b>\$32,218,540</b>	<b>\$ 2,256,456</b>
<b><u>EXPENDITURES:</u></b>				
110	Basic Programs	12,956,205	\$ 12,728,555	(227,650)
120	Added Needs	3,551,038	4,506,067	955,029
130	Adult/Cont. Ed.	263,027	264,856	1,829
<b>Total Instruction</b>		<b>\$16,770,270</b>	<b>\$17,499,478</b>	<b>\$729,208</b>
210	Pupil Support Services	4,325,262	\$4,406,421	81,159
220	Instructional Support	1,266,609	1,441,757	175,148
230	General Administration	620,089	651,886	31,797
240	School Administration	1,681,855	1,667,239	(14,616)
250	Business Support	495,300	461,123	(34,177)
260	Operation/Maintenance	3,850,941	4,775,833	924,892
270	Transportation	1,469,141	1,459,617	(9,524)
280	Central Support	946,450	821,268	(125,182)
290	Support Service Other	773,900	762,460	(11,440)
300	Community Services	1,172,336	1,276,024	103,688
400	Site Improvement Services	-	104,999	104,999
600	Transfers	-	-	-
<b>Total Supporting Services</b>		<b>\$ 16,601,883</b>	<b>\$17,828,627</b>	<b>\$ 1,226,744</b>
<b>Total Expenditures</b>		<b>\$ 33,372,153</b>	<b>\$35,328,105</b>	<b>\$ 1,955,952</b>
<b>Excess of Revenues Over Expenditures</b>		<b>(\$3,410,069)</b>	<b>(\$3,109,565)</b>	<b>\$ 300,504</b>
<b>Audited Fund Balance @ 7/1/24</b>		<b>\$5,007,730</b>	<b>\$5,007,730</b>	
<b>Beginning Fund Balance as % of Expenditures</b>		<b>15.01%</b>	<b>14.17%</b>	
<b>Est. Ending Fund Balance @ 6/30/25</b>		<b>\$1,597,661</b>	<b>\$1,898,165</b>	
<b>Ending Fund Balance as % of Expenditures</b>		<b>4.79%</b>	<b>5.37%</b>	
<b>Ending Fund Balance Assignments</b>				
	Assigned Athletics	(1,000)	(1,000)	-
	Assigned Building & Grounds	(75,000)	(75,000)	-
	Assigned Buses	(90,000)	(90,000)	-
	Assigned Curriculum	(90,000)	(90,000)	-
	Assigned Harkness Estate	(50,000)	-	(50,000)
	Assigned PECC	(702,650)	(702,650)	-
	Assigned Technology	(75,000)	(75,000)	-
<b>Unassigned</b>		<b>514,011</b>	<b>864,515</b>	
<b>Unassigned Ending Fund Balance as % of Expenditures</b>		<b>1.54%</b>	<b>2.45%</b>	

Milan Area Schools  
2024-2025 Budget Amendment - First Amendment

**Proposed revenue increase/(decrease) for the amendment:** **2,256,456**

Revenue	
Grants w/offsetting expenses	1,937,380
Reduction to per pupil foundation	(229,567)
Reduction to Sec 147c UAAL	(950,172)
Increases in MPSEs funding	556,532
FFA donation	100,000
Additional revenue from WISD Act 18	741,944
Changes to tax levy	66,046
Miscellaneous adjustments	34,293
Total Revenue Change	2,256,456

**Proposed expense increase/(decrease) for the amendment:** **1,955,952**

Expenses	
Grants w/offsetting revenues	1,937,380
FFA donation	100,000
Reduction to Sec 147c UAAL	(950,172)
Staffing increases (includes wages, FICA and retirement)	479,856
Roofing repairs at Middle School	23,870
Boiler repairs at Symons	43,682
Paddock chiller repairs	27,345
HVAC repairs Middle School	28,634
Parking lot lighting updates	22,118
Baseball field press box and bleacher pad repairs	57,651
High School gym floor	45,639
High school door replacements	31,150
Increase to Tuition Preschool supply budgets	75,000
Miscellaneous adjustments	33,799
Total Expense Change	1,955,952

**Resulting in an increased/(lower) use of fund balance of:** **(300,504)**

