



**CALEDONIA COMMUNITY SCHOOLS  
BOARD OF EDUCATION COMMITTEE OF THE WHOLE  
ADMINISTRATION OFFICE BOARD ROOM  
AUGUST 13, 2025**

**MINUTES**

**1. Call to Order** – President Morris called the committee to order at 6:00 p.m.

**2. Pledge of Allegiance** – The Pledge of Allegiance was recited.

**3. Roll Call** – Secretary Pro Tem, Kohn, called the roll.

Present: Barber Garcia, Brandow, Clement, Collins, Kohn, Morris, Nichols  
Absent: None

**4. Public Comment** - There was no public comment.

**5. Superintendent Report**

- a. Chris McKenna - Cell Phone Policies - After public comments were shared at the July regular board meeting, the Board requested further discussion.
- b. Calplex Design Review - A Bond update was shared, which included this information.
- c. Duncan Lake MS Renovations - The cafeteria entrance will be renovated as part of future Bond 2023 projects.
- d. Other Items - A brief discussion on the status of the village application for trailhead parking and a State of Michigan budget update took place.

**6. Discussion Items (Anticipated Board Consideration, September 15, 2025)**

- a. Other Items
  - i. 2024-2025 Audit Report - Planning for the audit report to be in September this year.

## **7. Discussion Items (Anticipated Board Consideration, August 18, 2025)**

- a. Election of Board Secretary
- b. Neola Policy Revisions - Second Reading - A discussion of the following policies took place in preparation for the second reading.
  - 0131.1 - Bylaws and Policies
  - 2340 - Field Trip and Other District-Sponsored Trips
  - 5320 - Immunization
  - 5330 - Use of Medications
  - 5330.01 - Epinephrine Auto-Injectors
  - 8320 - Personnel Files
  - 8500 - Food Services
  - 8510 - Wellness
  - 8660 - Transportation for Field Trips - DELETE

## **8. Board Comments**

- a. Trustee Kyle Clement was welcomed to the Board.
- b. Superintendent Mid-Year Review - The Board will begin the mid-year review process in August, and plans to finalize it at the September meeting.

## **9. Closed Session**

- a. Strategy/Negotiation Session
  - i. Motion by Brandow and supported by Clement that the Board convenes in closed session as permitted under the Michigan Compiled Laws 15.268(c) for the purpose of conducting a strategy and negotiations session.

Ayes: Brandow, Barber Garcia, Clement, Collins, Kohn, Nichols, Morris  
Nays: None  
Motion Carried.

The Board met in closed session at 8:06 p.m.

- ii. Motion by Barber Garcia and supported by Clement that the Board reconvene in regular session.

Ayes: Brandow, Barber Garcia, Clement, Collins, Kohn, Nichols, Morris  
Nays: None  
Motion Carried.

The Board reconvened in regular session at 10:02 p.m. with no action being taken during closed session.

**10. Adjournment**

- a. Motion by Clement and supported by Brandow to adjourn at 10:02 p.m.

I hereby certify that the attached are a true copy of the approved minutes of a board committee of the whole held on the 13th day of August 2025, and that said approved minutes have been available to the public at the address designated on the posted public notice of said meeting from and after the 27th day of August 2025.

**Jessica Kohn**  
**Secretary Pro Tem**  
**Board of Education**