

Three Rivers Community School District, St. Joseph County
Minutes of the Board of Education Budget Hearing & Regular Meeting
Monday, June 16, 2025

Approved Minutes

The Budget Hearing was called to order by President Nowak at 6:00 PM..

Present: Amanda Allen, Julia Awe, Ross Daniels, Erin Nowak

Absent: Linda Baker, Nichole Cover, Melissa Patch

Administration Present: Nikki Nash, Melissa Frye, Jen Graber, Justin Holbrook, Brian Leonard, John Londono, Mandi Zaborowski, Carrie Balk, Jason Bingaman, Julie Bentley, Amanda Fahnestock, Greg Rutten, David Soderquist, Matt Stofer, Anthony Wolbert, Nick VanDenBrink

Budget Presentation: Mandi Zaborowski, Director of Finance & Business, presented the Board with 2024-25 Final Amended Budgets for the General Fund as well as Food Services. She also reviewed the 2025-2026 Proposed Budgets for the General Fund and Food Services. Also reviewed were the 2024-2025 Student Activities Final Budget and the 2025 Tax Millage Form L-4029.

Board questions and comments were received.

Motion by Member Awe, with support from Member Daniels, to close the Budget Hearing. After a roll call vote, 4-0, President Nowak declared the motion as approved unanimously.

Yea: Allen, Awe, Daniels, Nowak

Absent: Baker, Cover, Patch

The Budget Hearing closed at: 6:25 PM

The Regular Meeting of the Board of Education was called to order by President Nowak at 6:26 PM.

Pledge of Allegiance: President Nowak led the Board in the Pledge of Allegiance

Approval of the Agenda: Motion by Member Awe, with support from Member Daniels, to approve the agenda as presented. After a roll call vote, 4-0, President Nowak declared the motion as approved unanimously.

Yea: Allen, Awe, Daniels, Nowak

Absent: Baker, Cover, Patch

Public Comment: Public Comment was offered.

Presentation/ **Retirement Recognition**

Discussion: Superintendent Nash recognized the following staff members for their years of service as they retire from Three Rivers Community Schools this year:

- Jennifer Hackenberg (30 years)
- Richard Johnson (30 years)

Middle School Fire Panel Project Bid Recommendation

Chris Mankowski of Plante Moran Realpoint, presented the Board with an overview of the RFP process for the Middle School Fire Panel bid as well as their award recommendation. Board comments and questions were received.

Bond Update

Chris Mankowski of Plante Moran provided the Board with a Bond Update. Board questions and comments were offered and received.

24 - 25 Spring Data Review: End of Year Data Report

Jen Graber, Director of Curriculum & Instruction, provided the Board with a presentation on the 98b End of Year Data Report. Board questions and comments followed.

School Improvement Goals and Building Highlights

Carrie Balk - Principal, TRHS, Jason Bingaman - Principal, TRMS, Greg Rutten - Principal, Andrews Elementary, Dave Soderquist - Principal, Hoppin Elementary, Julie Bentley - Principal, Norton Elementary and Amanda Fahnstock - Principal, Park Elementary provided the Board with building level updates for each of their respective buildings. Board comments and questions were received and answered.

2024-25 Final Amended General Fund Budget:	Motion by Member Awe, with support from Member Daniels, to adopt the Final Amended 2024-25 Budget as presented. After a roll call vote, 4-0, President Nowak declared the motion as approved unanimously. Yea: Allen, Awe, Daniels, Nowak Absent: Baker, Cover, Patch
2025-2026 Preliminary General Fund Budget:	Motion by Member Daniels, with support from Member Allen, to adopt the 2025-26 Preliminary General Fund Budget as presented. After a roll call vote, 4-0, President Nowak declared the motion as approved unanimously. Yea: Allen, Awe, Daniels, Nowak Absent: Baker, Cover, Patch
2024-2025 Final Amended Food Services Budget:	Motion by Member Daniels, with support from Member Allen, to adopt the Final Amended 2024-25 Food Services Budget as presented. After a roll call vote, 4-0, President Nowak declared the motion as approved unanimously. Yea: Allen, Awe, Daniels, Nowak Absent: Baker, Cover, Patch
2025-2026 Preliminary Food Services Budget:	Motion by Member Allen, with support from Member Awe, to adopt the 2025-26 Preliminary Food Services Budget as presented. After a roll call vote, 4-0, President Nowak declared the motion as approved unanimously. Yea: Allen, Awe, Daniels, Nowak Absent: Baker, Cover, Patch
Student Activities Final 2024-2025 Budget:	Motion by Member Allen, with support from Member Daniels, to adopt the amended 2024-25 Student Activities Final Budget as presented. After a roll call vote, 4-0, President Nowak declared the motion as approved unanimously. Yea: Allen, Awe, Daniels, Nowak Absent: Baker, Cover, Patch
Student Activities Preliminary 2025-2026 Budget	Motion by Member Allen, with support from Member Daniels, to adopt the 2025-26 Preliminary Student Activities Budget as presented. After a roll call vote, 4-0, President Nowak declared the motion as approved unanimously.

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Yea: Allen, Awe, Daniels, Nowak
Absent: Baker, Cover, Patch

2025 Tax Rate Request Form L-4029: Motion by Member Daniels, with support from Member Allen, to adopt the 2025 Tax Rate Request Form L-4029 as presented. After a roll call vote, 4-0, President Nowak declared the motion as approved unanimously.

Yea: Allen, Awe, Daniels, Nowak
Absent: Baker, Cover, Patch

Bid Approval: Middle School Fire Panel Project: Motion by Member Daniels, with support from Member Allen, to approve the recommendation of the responsive bid as presented. After a roll call vote, 4-0, President Nowak declared the motion as approved unanimously.

Yea: Allen, Awe, Daniels, Nowak
Absent: Baker, Cover, Patch

Contract Renewal: TRCS and Berrien RESA Payroll Clerk: Motion by Member Daniels, with support from Member Allen, to approve the renewal of the 25-26 Fiscal Year contract between TRCS and Berrien RESA for Payroll Clerk services. After a roll call vote, 4-0, President Nowak declared the motion as approved unanimously.

Yea: Allen, Awe, Daniels, Nowak
Absent: Baker, Cover, Patch

Employment Contract: Motion by Member Awe, with support from Member Daniels, to approve the revised employment appointment for Julie Bentley who will be taking over the role of Assistant Principal at Three Rivers High School. After a roll call vote, 4-0, President Nowak declared the motion as approved unanimously.

Yea: Allen, Awe, Daniels, Nowak
Absent: Baker, Cover, Patch

Consent Agenda: Motion by Member Awe, with support from Member Daniels, to approve the Consent Agenda as presented. After a roll call vote, 4-0, President Nowak declared the motion as approved unanimously.

Yea: Allen, Awe, Daniels, Nowak
Absent: Baker, Cover, Patch

The Consent Agenda consisted of:

- a. Approval of the May 19, 2025 Regular Meeting Minutes and the June 2, 2025 Work Session Minutes.
- b. Approval of the Payroll Change Register for May 2025.
- c. Approval of the May 1 - May 31, 2025 Accounts Payable Check Register totaling \$2,599,184.69.
- d. Approval of Bond Invoice Payment Report totaling \$719,047.66.

Board Calendar: President Nowak reviewed upcoming events with the Board.

Board Comment: Board comment was offered and received.

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Adjournment: Motion by Member Daniels, with support from Member Awe, to adjourn the meeting. After a roll call vote, 4-0, President Nowak declared the motion as approved unanimously.

Yea: Allen, Awe, Daniels, Nowak

Absent: Baker, Cover, Patch

The meeting adjourned at 7:22 PM

Respectfully Submitted,

Nichole Cover, Secretary Board of Education

Lorie Camino, Recording Secretary