

**Minutes of Regular Board Meeting  
Board of Education  
Harbor Springs Public Schools**

**June 8, 2020  
7:00 pm  
Via Zoom**

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Board Members Present: Gary Morse, President  
Tim Davis, Vice President  
Brad Backus, Treasurer  
Diane Novak, Secretary  
Bryan Lauer, Trustee  
Margo Damoose, Trustee  
Paul Fairbairn, Trustee

Staff Present: Michael Behrmann, Superintendent  
Pam Zazula, Chief Financial Officer  
Maresi Witte, Executive Secretary  
Chris Cerrudo, Technology Director  
Nathan Fairbanks, Elementary Principal  
Brad Plackemeier, Middle School Principal  
Susan Jacobs, High School Principal  
Heather Keiser, High School Teacher

**Regular Meeting**

**I. Call to Order**

President Morse called the meeting to order at 7:06 p.m.

**II. Pledge of Allegiance**

**III. Approval of Agenda**

*A motion was made by Backus, seconded by Damoose, to approve the agenda as presented.*

*Ayes: Morse, Davis, Backus, Novak, Fairbairn, Lauer and Damoose (7)*

*Nays: (0)*

*Motion carried.*

**IV. Board President's Report**

President Morse reported on:

- Senior car parade
- Musical presentation from Jason Byma
- Virtual art show from Kelcey Coveyou
- Complimented all staff for their hard work in this difficult time

**V. Superintendent's Report**

Superintendent Behrmann reported on:

- Closing out the school year
- Planning for Child Care Center reopening on June 22, 2020
- Summer School
- Planning for next year – create taskforce to be part of reopening plan
- Shay site improvement work began
- Expressed heartfelt thank you to all staff, parents and students during this challenging time

## VI. Committee Reports

**Finance Committee** - Backus reported that the committee discussed the following: reviewed invoices; fiber connect; Schools of Choice; Lacrosse co-op agreement; HR update, millage levy, summer projects and COVID-19 update.

**Communications Committee** - Damoose reported that the committee discussed the following: fiber connect; Schools of Choice; Lacrosse co-op agreement; HR update; summer projects and COVID-19 update.

**Facilities Committee** - Lauer reported that the committee discussed the following: fiber connect; Schools of Choice; Lacrosse co-op agreement; HR update; summer projects; COVID-19 update.

## VII. Administrative Reports

Elementary principal Nathan Fairbanks reported on: thanked students and our dedicated staff for their efforts in providing continued learning at home; end of the year activities ; Shay parking lot project started; end of the year technology and book collection and hiring of two second grade teachers.

Middle School principal Plackemeier reported on: thanked students, parents and staff for their work with online learning; classes end Wednesday; end of the year technology and supply collection; 8<sup>th</sup> grade and 9<sup>th</sup> grade Chicago trip next year; next year's schedule has been completed; two sessions of summer school.

High School principal Jacobs reported on: thanked everyone for transitioning to virtual learning; summer school; honors convocation held virtually; senior car parade; undergraduate awards; graduation on June 21, 2020 at Ottawa Stadium at 2:30 pm; custodial staff working on gym floors and keeping building clean; Prom moved to July 18, 2020; thanked Tina Haas for her work creating the seniors' web page. Susan Jacobs thanked the Board for their support during an amazing 24 years of service at Harbor Springs Public Schools.

## VIII. General Announcements

All Board members thanked High School principal Susan Jacobs for her dedicated 24 years of service to the District, her leadership as principal and interim superintendent and congratulated her on her retirement.

## IX. Public Input - None

## X. Consent Agenda Items

### A. Approval of Invoices

1. General Fund - \$783,460.32
2. Community Schools Fund - \$11,935.69
3. Food Service Fund - \$7,250.65
4. Building & Site Fund - \$20,606.68
5. Fiber Build Project Fund - \$1,250.00
6. Athletic Improvement Project Fund - \$11,970.00

### B. Approval of Minutes

1. Special Meeting - May 11, 2020 - 5:30 pm
2. Regular Meeting - May 11, 2020 - 7:00 pm

*A motion was made by Novak, seconded by Damoose, to approve the consent agenda as follows: General Fund \$783,460.32; Community Schools Fund \$11,935.69; Food Service Fund \$7,250.65; Building & Site Fund \$20,606.68; Fiber Build Project Fund \$1,250.00; Athletic Improvement Project Fund \$11,970.00 and the minutes for the special meeting – May 11, 2020 and regular meeting – May 11, 2020.*

*Ayes: Morse, Davis, Backus, Novak, Fairbairn, Lauer and Damoose (7)*

*Nays: (0)*

*Motion carried.*

## XI. Recommended for Action - New Business

A. Adopt MHSAA Membership Resolution for 2020-21

*A motion was made by Fairbairn, seconded by Backus, to adopt the 2020-21 MHSAA membership.*

*Ayes: Morse, Davis, Backus, Novak, Fairbairn, Lauer and Damoose (7)*

*Nays: (0)*

*Motion carried.*

B. Approval of Lacrosse Co-op Agreement

*A motion was made by Damoose, seconded by Novak, to approve joining the co-operative agreement with Petoskey Public Schools, St. Michael's Academy and Boyne City Public Schools for Lacrosse.*

*Ayes: Morse, Davis, Backus, Novak, Fairbairn, Lauer and Damoose (7)*

*Nays: (0)*

*Motion carried.*

C. Approval of Superintendent Evaluation

*A motion was made by Davis, seconded by Novak, to approve the evaluation rating of Highly Effective for superintendent Michael Behrmann for the 2019-20 school year.*

*Ayes: Morse, Davis, Backus, Novak, Fairbairn, Lauer and Damoose (7)*

*Nays: (0)*

*Motion carried.*

D. Approval of Administrative Contracts for 2020-21

*A motion was made by Davis, seconded by Lauer, to approve the extension and compensation of administrative contracts for 2020-21 as presented.*

*Ayes: Morse, Davis, Backus, Novak, Fairbairn, Lauer and Damoose (7)*

*Nays: (0)*

*Motion carried.*

E. Accept Staff Retirements

*A motion was made by Davis, seconded by Backus, to accept the retirement of fifth grade teacher Lori Kowalski, 31 years of service; MS math teacher Rochelle Cullip, 27 years of service and High School principal Susan Jacobs, 24 years of service. The Board expressed their heartfelt thanks and congratulated the retirees!*

*Ayes: Morse, Davis, Backus, Novak, Fairbairn, Lauer and Damoose (7)*

*Nays: (0)*

*Motion carried.*

F. Accept Staff Resignation

*A motion was made by Backus, seconded by Fairbairn, to accept the resignation of special education teacher Marissa Swadling effective at the end of the 2019-20 school year.*

*Ayes: Morse, Davis, Backus, Novak, Fairbairn, Lauer and Damoose (7)*

*Nays: (0)*

*Motion carried.*

G. Appointment and Approval of Contract - Interim Middle School Principal for 2020-21 School Year

*A motion was made by Davis, seconded by Damoose, to appoint Heather Keiser as Interim Middle School Principal for the 2020-21 school year and approve a one-year contract in the amount of \$88,107 based on MA step 16 with a multiplier of 1.08.*

*Ayes: Morse, Davis, Backus, Novak, Fairbairn, Lauer and Damoose (7)*

*Nays: (0)*

*Motion carried.*

H. Approval of Letter of Understanding for Interim Middle School Principal

*A motion was made by Davis, seconded by Novak, to approve the Letter of Understanding regarding the Interim Middle School principal position for the 2020-21 school year as presented.*

*Ayes: Morse, Davis, Backus, Novak, Fairbairn, Lauer and Damoose (7)*

*Nays: (0)*

*Motion carried.*

I. Approval of Teacher Hire

1. Second Grade Teacher - Meghan VanDoorne

*A motion was made by Davis, seconded by Backus, to approve the hiring of Meghan VanDoorne, second grade teacher at Shay Elementary School at BA step 3 of the teachers' salary schedule at \$49,956 for the 2020-21 school year.*

*Ayes: Morse, Davis, Backus, Novak, Fairbairn, Lauer and Damoose (7)*

*Nays: (0)*

*Motion carried.*

2. Second Grade Teacher - Craig Currier

*A motion was made by Davis, seconded by Backus, to approve the hiring of Craig Currier, second grade teacher at Shay Elementary School at MA step 1 of the teachers' salary schedule at \$48,625 for the 2020-21 school year.*

*Ayes: Morse, Davis, Backus, Novak, Fairbairn, Lauer and Damoose (7)*

*Nays: (0)*

*Motion carried.*

J. Approval of Setting Millage Levies for 2020-21

*A motion was made by Davis, seconded by Fairbairn, to approve the millage levy for 2020-21 as follows:*

- *Operating millage - 13.9911 mills*
- *Sinking Fund millage - 0.5281 mills*
- *Harbor Springs Community Pool Rec millage - 0.1278 mills*
- *2001 Bond – 1.66 mills*
- *2012 Tech/Bus Bond - 0.32 mills*
- *2018 Athletic Improvement Bond – 0.62 mills*

*Ayes: Morse, Davis, Backus, Novak, Fairbairn, Lauer and Damoose (7)*

*Nays: (0)*

*Motion carried.*

**XII. Public Input**

Heather Keiser, on behalf of the High School staff, thanked Susan Jacobs for her leadership and she will be missed very much.

Mollie Carter, elementary teacher, thanked Susan Jacobs for her service and is looking forward to working with the new second grade teachers Meghan VanDoorne and Craig Currier.

**XIII. Adjournment**

*A motion was made by Fairbairn, seconded by Backus, to adjourn the regular meeting at 8:02 p.m.*

*Ayes: Morse, Davis, Backus, Novak, Fairbairn, Lauer and Damoose (7)*

*Nays: (0)*

*Motion carried.*

Respectfully submitted,

Diane Novak  
Secretary