

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

January 11, 2021

Via Zoom

Board Members Present: Tim Davis, President
Gary Morse, Vice President
Diane Novak, Secretary (7:05 pm)
Brad Backus, Treasurer (7:05 pm)
Margo Damoose, Trustee
Paul Fairbairn, Trustee
Tina Honeysette, Trustee

Staff Present: Michael Behrmann, Superintendent
Pam Zazula, Chief Financial Officer
Maresi Witte, Executive Secretary
Chris Cerrudo, Technology Director
Nathan Fairbanks, Elementary School Principal
Brad Plackemeier, High School Principal
Heather Keiser, Interim Middle School Principal
Leigh Inglehart, HSEA Co-President

Regular Meeting

I. Call to Order

Superintendent Behrmann called the meeting to order at 7:00 pm via Zoom.

II. Pledge of Allegiance

III. Approval of Agenda

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

Ayes: Morse, Davis, Damoose, Fairbairn and Honeysette (5)

Nays: (0)

Motion carried.

IV. Administer Oath of Office

Superintendent Behrmann administered the oath of office to Board members Morse, Fairbairn, Damoose and Honeysette.

V. Election of Officers

A. President

A motion was made by Morse, seconded by Damoose, to appoint Tim Davis as president.

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

Nays: (0)

Motion carried.

B. Vice President

A motion was made by Backus, seconded by Damoose, to appoint Gary Morse as vice president.

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

Nays: (0)

Motion carried.

C. Secretary

A motion was made by Morse, seconded by Fairbairn, to appoint Diane Novak as secretary.

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

Nays: (0)

Motion carried.

D. Treasurer

A motion was made by Fairbairn, seconded by Damoose, to appoint Brad Backus as treasurer.

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

Nays: (0)

Motion carried.

VI. Board Committees

A. Finance

A motion was made by Fairbairn, seconded by Backus, to appoint Gary Morse and Tina Honeysette to the Finance Committee.

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

Nays: (0)

Motion carried.

B. Facilities

A motion was made by Novak, seconded by Honeysette, to appoint Brad Backus and Paul Fairbairn to the Facilities Committee.

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

Nays: (0)

Motion carried.

C. Communications/Personnel

A motion was made by Fairbairn, seconded by Backus, to appoint Margo Damoose and Diane Novak to the Communications/Personnel Committee.

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

Nays: (0)

Motion carried.

VII. Board Liaisons

A. Harbor Springs Education Foundation Representative

A motion was made by Morse, seconded by Fairbairn, to appoint Paul Fairbairn as representative to the Harbor Springs Education Foundation.

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

Nays: (0)

Motion carried.

B. Harbor Springs Baseball Commission Representative

A motion was made by Fairbairn, seconded by Backus, to appoint Gary Morse as representative to the Harbor Springs Baseball Commission.

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

Nays: (0)

Motion carried.

VIII. Adopt Schedule for Regular Board Meeting Dates & Resolution for Time and Place

A motion was made by Fairbairn, seconded by Backus, to adopt the Board's meeting dates, time and place as follows:

The Board of Education will meet at 7:00 p.m. in the Large Group Instruction Room at Harbor Springs Middle School, 800 State Road, Harbor Springs, MI 49740 on the second Monday of the month.

The regular meeting schedule for 2021 shall be as follows:

January 11, 201; February 8, 2021; March 8, 2021; April 12, 2021; May 10, 2021; June 14, 2021;

June 28, 2021 Annual Budget Hearing; July 12, 2021; August 9, 2021; September 13, 2021; October 11, 2021;

November 8, 2021; December 13, 2021

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

Nays: (0)

Motion carried.

IX. Designation for Depositories for School Funds

A. First Community Bank

B. Michigan School District Liquid Asset Fund Plus

C. Chemical Bank

A motion was made by Novak, seconded by Fairbairn, to designate the following for school fund depositories: First Community Bank, Michigan School District Liquid Asset Fund Plus and Chemical Bank.

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

Nays: (0)

Motion carried.

X. Check Signature Authorization

A motion was made by Backus, seconded by Novak, to authorize two signatures: President and Treasurer on all fund checks and Superintendent Michael Behrmann for payroll checks.

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

Nays: (0)

Motion carried.

XI. Designation of Person for Public Notices of Meetings - Maresi Witte

A motion was made by Morse, seconded by Honeysette, to designate Maresi Witte as person for public notices for meetings.

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

Nays: (0)

Motion carried.

XII. Designation of Electronic Transfer Officer (ETO) - Pam Zazula

A motion was made by Morse, seconded by Novak, to designate Pam Zazula as electronic transfer officer (ETO).

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

Nays: (0)

Motion carried.

XIII. Delegation of Election Duties - Pam Zazula

A motion was made by Fairbairn, seconded by Backus, to designate Pam Zazula for election duties.

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

Nays: (0)

Motion carried.

XIV. Approval of Organizational Memberships

A motion was made by Backus, seconded by Novak, to approve the following organizational memberships: MASA (Michigan Association of School Administrators), MASB (Michigan Association of School Boards, Northern Michigan Schools Legislative Association, NMASA Region II, Harbor Springs Chamber of Commerce and Kiwanis International.

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

Nays: (0)

Motion carried.

XV. School Board Recognition

Superintendent Behrmann read the notice of acknowledgement for Board appreciation and thanked the Board members for their service. He presented them with a personalized black and orange scarf.

XVI. Board President's Report

President Davis thanked the Board for their confidence heading into next year. He also thanked Superintendent Behrmann and the administrators for their hard work.

XVII. Superintendent's Report

Superintendent Behrmann reported on:

- Wished everyone a Happy New Year
- All students back face-to face
- Basketball starting after January 15
- Proud of students and staff for their resiliency
- Students quarantined at High School
- COVID-19 vaccine survey and schedule

XVIII. Administrative Reports

- High School principal Brad Plackemeier reported on being back face-to-face; testing; winter sports; video scoreboard up and running; end of first semester.
- Middle School principal Heather Keiser reported on iReady testing; online student update; ski team; 5-8 grade girls basketball starting January 18.
- Elementary principal Nathan Plackemeier reported on iReady testing; Liz Dunn and Mollie Carter teaching online for second semester; report cards going out at the end of January.

XIX. General Announcements

- Brad Backus shared that he attended the ski meet. Good to see the kids out competing.
- Gary Morse thanked the Board members for supporting him as president last year.

XX. Public Input

Leigh Inglehart, HSEA Co-President, thanked the Board for their service and support.

XXI. Consent Agenda Items

A. Approval of Invoices

1. General Fund - \$759,542.53
2. Community Schools Fund - \$10,341.65
3. Food Service Fund - \$10,388.74
4. Building & Site Fund - \$10,872.83

5. Fiber Build Project Fund - \$1,503.92
6. Athletic Improvement Project Fund - \$69,820.40

B. Approval of Minutes

1. Regular Meeting - December 14, 2020

A motion was made by Novak, seconded by Morse, to approve the consent agenda as follows: General Fund \$759,542.53; Community Schools Fund \$10,341.65; Food Service Fund \$10,388.74; Building & Site Fund \$10,872.83; Fiber Build Project Fund \$1,503.92; Athletic Improvement Project Fund \$69,820.40 and the minutes from the December 14, 2020 regular meeting.

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

Nays: (0)

Motion carried.

XXII. Recommended for Action - Old Business

- A. Reconfirmation of Extended COVID-19 Learning Plan

A motion was made by Morse, seconded by Damoose, that the Harbor Springs Public Schools will continue to provide full day face-to-face learning as well as an onlin/virtual option for all students, K-12.

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

Nays: (0)

Motion carried.

- B. Approval of NEOLA Policies and Guidelines Update 35-1

1. Policy 5610 - Emergency Removal, Suspension, and Expulsion of Students
2. Policy 5611 - Due Process Rights
3. Policy 7440 - Facility Security

A motion was made by Fairbairn, seconded by Backus, to approve the NEOLA policies update 35-1 as follows:

- *Policy 5610 - Emergency Removal, Suspension, and Expulsion of Students*
- *Policy 5611 - Due Process Rights*
- *Policy 7440 - Facility Security*

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

Nays: (0)

Motion carried.

XXIII. Recommended for Action - New Business

- A. Approval of Roof Snow Removal Bid

A motion was made by Backus, seconded by Damoose, to award the bid for roof snow removal for the 2021 winter season to G + S Pure Property Management at \$60 cost per man-hour and \$100 equipment cost per hour for ground snow removal.

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

Nays: (0)

Motion carried.

XXIV. Information & Proposals

- A. Monthly Review of Two-Way Interaction Rates

Superintendent Behrmann reported on the two-way interaction rates for December 2020.

- B. Mid-Year Benchmark Goals Review

Superintendent Behrmann reviewed the mid-year goals for the COVID-19 Learning Plan.

- C. Superintendent Mid-Year Review

Superintendent provided the Board with a mid-year review of his evaluation goals in each category.

XXV. Public Input - None

XXVI. Public Comments on Extended COVID-19 Learning Plan - None

XXVII. Adjournment

A motion was made by Backus, seconded by Fairbairn, to adjourn the regular meeting at 8:01 p.m.

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

Nays: (0)

Motion carried.

Respectfully submitted,

Diane Novak
Secretary