

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

June 7, 2021

Large Group Instruction Room
Harbor Springs Middle School
800 State Road
Harbor Springs, MI 49740
Via Zoom

Board Members Present: Tim Davis, President
Diane Novak, Secretary
Brad Backus, Treasurer
Margo Damoose, Trustee
Paul Fairbairn, Trustee
Tina Honeysette, Trustee

Board Member Absent: Gary Morse, Vice President

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
Ron Ouellette, Facilities Director

Presenters: Paul Wills, Plante Moran CRESA

Rescheduled Regular Meeting

I. Call to Order

President Davis called the rescheduled regular meeting to order at 7:00 p.m.

II. Pledge of Allegiance

III. Approval of Agenda

A motion was made by Backus, seconded by Fairbairn, to approve the agenda as presented. Motion carried unanimously.

IV. Board President's Report

President Davis thanked all staff for helping make graduation a wonderful event.

V. Superintendent's Report

Superintendent Behrmann reported on the 2020-21 school year end; successful sports season; graduation; elementary and middle school student events; successful face-to-face school year and thank staff for their resiliency and commitment; not offering online option next school year; presented book memorials for staff.

VI. Committee Reports

A. Finance

Committee member absent.

B. Communications

Damoose reported that the committee discussed the following: administrative contracts; hiring updates; Ottawa Stadium LED lighting project; millage levies and tuition students.

C. Facilities

Backus reported that the committee discussed the following: administrative contracts; hiring updates; Ottawa Stadium LED lighting project; millage levies; sign update; tuition students; lawn mower situation and High School flooring project.

VII. Administrative Reports

- High School principal Plackemeier reported on senior honors night and graduation; fall student schedules and summer school sessions.
- Middle School principal Keiser reported on finishing up projects; grade level activities; transition days; student rosters and schedules for next fall; summer school in July.
- Elementary School principal Fairbanks reported on the triathlon; gear up days, class celebrations; Backyard Adventures and Mackinac Island field trips; field day and summer school.

VIII. General Announcement

Backus and Damoose commented on an amazing graduation ceremony.

IX. Public Input – None

X. Consent Agenda Items

A. Approval of Invoices

1. General Fund - \$643,707.62
2. Community Schools Fund - \$9,063.73
3. Food Service Fund - \$18,610.18
4. Building & Site Fund - \$7,106.25
5. Fiber Build Project Fund - \$1,350.00

B. Approval of Minutes

1. Regular Meeting - May 10, 2021
2. Special Meeting - June 4, 2021

A motion was made by Novak, seconded by Damoose, to approve the consent agenda as follows: General Fund \$643,707.62; Community Schools Fund \$9,063.73; Food Service Fund \$18,610.18; Building and Site Fund \$7,106.25; Fiber Build Project Fund \$1,350.00 and the minutes from the May 10, 2021 regular meeting and June 4, 2021 special meeting. Motion carried unanimously.

XI. Recommended for Action - Old Business

A. Reconfirmation of Extended COVID-19 Learning Plan

A motion was made by Backus, seconded by Fairbairn, that the Harbor Springs Public Schools will continue to provide full day face-to-face learning as well as an online/virtual option for all students, K-12. Motion carried unanimously.

B. Approval of Superintendent Evaluation

President Davis reviewed the evaluation process, facilitated by Dr. Michael Washburn. A motion was made by Backus, seconded by Novak, to approve Superintendent Michael Behrmann's 2020-21 evaluation as 'Highly Effective'. Motion carried unanimously.

C. Approval of Administrative Contracts

A motion was made by Damoose, seconded by Backus, to approve the administrative contracts for Superintendent Michael Behrmann and Executive Secretary/Accounts Payable Maresi Witte as presented. Motion carried unanimously.

D. Approval of Ottawa Stadium LED Lighting Project Bid

A motion was made by Backus, seconded by Honeysette, to award the Ottawa Stadium LED Lighting Project bid to Qualite Sports Lighting, LLC in the amount of \$155,299. Motion carried unanimously.

E. Approval of High School Flooring Project Bid

A motion was made by Damoose, seconded by Backus, to award the flooring replacement component of the HSHS Flooring and Locker Replacement project to Ritsema Associates in Traverse City, Michigan for the total amount of \$163,275. Motion carried unanimously.

XII. Recommended for Action - New Business

A. Approval of Setting Millage Levies for 2021-22

Plante Moran Cresa presented a long-range facilities planning update.

A motion was made by Backus, seconded by Novak, to approve the millage levies for 2021-22 as follows:

- *Operating millage - 13.9911 mills - expires in December 2022*
- *Sinking Fund millage - 0.5313 mills - expires in December 2024*
- *Community Pool Rec millage - 0.1257 mills - expires in December 2022*
- *2001 Bond – 1.80 mills - expires in December 2025*
- *2018 Athletic Improvement Bond – 0.70 mills - expires in December 2024*

Motion carried unanimously.

B. Adopt MHSAA Membership Resolution for 2021-22

A motion was made by Fairbairn, seconded by Backus, to adopt the resolution for the Michigan High School Athletic Association membership for 2021-22 as presented. Motion carried unanimously.

C. Approval of Hiring Food Service Director

A motion was made by Novak, seconded by Backus, to approve hiring of Food Service Director Cathy Clarke Karwowitz with a 2-year contract at \$48,000 for 2020-21 . Motion carried unanimously.

D. Accept Staff Resignation

A motion was made by Backus, seconded by Fairbairn, to accept the resignation of Tami Wilkins as Director of Child Care Programs as of June 30, 2021. Motion carried unanimously.

E. Approval of Overnight Trips

1. Band Camp
2. Boys Golf State Finals

A motion was made by Damoose, seconded by Honeysette, to approve the overnight trips as follows: 1. Band Camp - August 1-6, 2021 to LSSU in Sault Ste. Marie and Boys Golf State Finals – June 10-12, 2021 to Frankenmuth. Motion carried unanimously.

XIII. Information & Proposals

A. Monthly Review of Two-Way Interaction Rates

Superintendent Behrmann reviewed the two-way interaction rates for the month of May 2021.

XIV. Public Input - None

XV. Public Comments of Extended COVID-19 Learning Plan - None

XVI. Adjournment

*A motion was made by Backus, seconded by Honeysette, to adjourn the rescheduled regular meeting at 7:48 p.m.
Motion carried unanimously.*

Respectfully submitted,

Diane Novak
Secretary

Administrative Compensation Summary 2021-22 Contracts

Name	Title	YOS	Work Year or # of Days	Contract Length	Notes	TSA	2021-22 Salary	Vacation Days
Michael Behrmann	Superintendent	3	12-month	3	2022-23 Salary \$135,000 2023-24 Salary \$140,000	\$6,000	\$130,000	25
Maresi Witte	Executive Secretary / Accounts Payable	34	12-month	2	Vacation Day Payout at per diem rate to a tax-sheltered special pay plan	\$4,000	\$78,412	20