

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

**January 10, 2022**

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

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

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

## **Regular Meeting**

### **I. Call to Order**

Superintendent Behrmann called the regular meeting to order at 7:00 p.m.

### **II. Pledge of Allegiance**

### **III. Approval of Agenda**

*A motion was made by Davis, seconded by Damoose, to approve the agenda as presented. Motion carried unanimously.*

### **IV. Election of Officers**

#### **A. President**

*A motion was made by Novak, seconded by Backus, to appoint Tim Davis as president. Motion carried unanimously.*

#### **B. Vice President**

*A motion was made by Backus, seconded by Novak, to appoint Gary Morse as vice president. Motion carried unanimously.*

#### **C. Secretary**

*A motion was made by Backus, seconded by Honeysette, to appoint Diane Novak as secretary. Motion carried unanimously.*

#### **D. Treasurer**

*A motion was made by Damoose, seconded by Honeysette, to appoint Brad Backus as treasurer. Motion carried unanimously.*

**V. Board Committees**

**A. Finance**

*A motion was made by Backus, seconded by Novak, to appoint Tina Honeysette and Gary Morse to the Finance Committee. Motion carried unanimously.*

**B. Facilities**

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

**C. Communications/Personnel**

*A motion was made by Honeysette, seconded by Backus, to appoint Margo Damoose and Diane Novak to the Communications/Personnel. Motion carried unanimously.*

**VI. Board Liaisons**

**A. Harbor Springs Education Foundation Representative**

*A motion was made by Backus, seconded by Honeysette, to appoint Paul Fairbairn as representative to the Harbor Springs Education Foundation. Motion carried unanimously.*

**B. Harbor Springs Baseball Commission Representative**

*A motion was made by Backus, seconded by Damoose, to appoint Gary Morse as representative to the Harbor Springs Baseball Commission. Motion carried unanimously.*

**VII. 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 2022 shall be as follows:*

*January 10, 2022; February 14, 2022; March 14, 2022; April 11, 2022; May 9, 2022; June 13, 2022; June 27, 2022 Annual Budget Hearing; July 11, 2022; August 8, 2022; September 12, 2022; October 10, 2022; November 14, 2022; December 12, 2022.*

*Motion carried unanimously.*

**VIII. Designation for Depositories for School Funds**

**A. First Community Bank**

**B. Michigan School District Liquid Asset Fund Plus**

**C. Huntington Bank**

*A motion was made by Backus, seconded by Novak, to designate the following for school fund depositories: First Community Bank, Michigan School District Liquid Asset Fund Plus and Huntington Bank. Motion carried unanimously.*

**IX. Check Signature Authorization**

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

**X. Designation of Person for Public Notices of Meetings - Maresi Witte**

*A motion was made by Fairbairn, seconded by Honeysette, to designate Maresi Witte as person for public notices for meetings. Motion carried unanimously.*

**XI. Designation of Electronic Transfer Officer (ETO) - Rod Fullerton**

*A motion was made by Fairbairn, seconded by Damoose, to designate chief financial officer Rod Fullerton as electronic transfer officer (ETO). Motion carried unanimously.*

**XII. Delegation of Election Duties - Rod Fullerton**

*A motion was made by Backus, seconded by Honeysette, to designate chief financial officer Rod Fullerton for election duties. Motion carried unanimously.*

**XIII. Approval of Organizational Memberships**

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

**XIV. School Board Recognition**

Superintendent Berhmann thanked the Board of Education for their service and expressed his appreciation for our Board of Education on behalf of our students, staff and community.

**XV. Board President's Report - None**

**XVI. Superintendent's Report**

Superintendent Behrmann reported on the following:

- Moving forward with School Resource Officer; thanked the City of Harbor Springs Police Department for their support.
- COVID update; goal is to keep school open.

**XVII. Administrative Reports**

- High School principal Brad Plackemeier reported on the following: Holiday Band Concert; Snowcoming Dance; winter sports up and running; finals next week; Student Council preparing for Coming Home.
- Middle School principal Heather Keiser reported on the following: Holiday Band Concert; winter sports update; semester end; mid-year IReady testing; Chicago trip canceled.
- Elementary principal Nathan Fairbanks reported on the following: IReady testing finished; March – Reading Month; Silent Disco; 4<sup>th</sup> grade swimming and 3<sup>rd</sup> grade skiing; upcoming musical; youth basketball program; cross country ski program, ice fishing activity.

**XVIII. General Announcements - None**

**XIX. Public Input - None**

**XX. Consent Agenda Items**

**A. Approval of Invoices**

1. General Fund - \$897,171.68
2. Community Schools Fund - \$32,023.78
3. Food Service Fund - \$16,635.39
4. Building & Site Fund - \$6,884.50
5. Fiber Build Project Fund - \$1,849.75

**B. Approval of Minutes**

1. Rescheduled Special Meeting - January 6, 2022
2. Rescheduled Special Meeting - January 6, 2022 - Executive Session

*A motion was made by Fairbairn, seconded by Damoose, to approve the consent agenda as follows: General Fund \$ 897,171.68; Community Schools Fund \$32,023.78; Food Service Fund \$16,635.39; Building & Site Fund \$6,884.50; Fiber Build Project Fund \$1,849.75 and the minutes for the rescheduled special meeting – January 6, 2022 and the executive session minutes for the rescheduled special meeting – January 6, 2022. Motion carried unanimously.*

**XXI. Recommended for Action - Old Business**

**A. Reaffirmation of Revised COVID Protocols**

*A motion was made by Morse, seconded by Novak, to approve the COVID Preparedness Plan revised on January 4, 2022. Motion carried unanimously.*

**B. Approval of Policies Update**

*A motion was made by Damoose, seconded by Backus, to adopt the policies and administrative regulations as presented:*

- *Policy 13.01 Update*
  - *2000 Students – 2002 Learning and Achievement – Child Find*
- *Policy 13.02*
  - *2000 Students – 2005 Communication – Distribution and Posting of Materials*
- *AR Update 13.03*
  - *4000 Personnel – 4002 Employment Considerations – Criminal Background Checks*
- *AR Addition 13.04*
  - *7000 School Community Relations – 7008 Advertising – Approval Content Manner*
- *Policy Correction*
  - *8000 General Policies – 8003 Web Accessibility – Discrimination Complaint*
- *Policy and AR Update*
  - *8000 General Policies – 8012 Policy & AR – Vaccination and Testing Framework*

*Motion carried unanimously.*

**XXII. Recommended for Action - New Business**

**A. Adopt Resolution Authorizing Bonding Proposal**

Superintendent Behrmann reviewed the bonding proposal language.

*A motion was made by Fairbairn, seconded by Backus, to adopt the resolution authorizing bonding proposal as presented. Motion carried unanimously.*

**B. Approval of Roof Snow Removal Bid**

*A motion was made by Morse, seconded by Backus, to award the roof snow removal bid to G&S Pure Property Management of Harbor Springs for Blackbird and Shay Elementary for the 2022 winter season as presented.*

*Motion carried unanimously.*

**C. Approval of Cooperative Agreement for Football**

*A motion was made by Backus, seconded by Fairbairn, to approve a cooperative agreement for high school football with Petoskey St. Michael and Harbor Light Christian School beginning in the 2022 football season. Motion carried unanimously.*

**D. Personnel Action**

Superintendent Michael Behrmann shared his letter of retirement with the Board. Board members expressed their appreciation of Mr. Behrmann's service and dedication to the District, students, staff and the entire community.

*A motion was made by Morse, seconded by Backus, to regretfully accept the retirement of superintendent Michael Behrmann at the conclusion of the 2021-22 school year with his last date of employment as June 30, 2022. Motion carried unanimously.*

**XXIII. Public Input - None**

**XXIV. Adjournment**

*A motion was made by Novak, seconded by Backus, to adjourn the regular meeting at 7:37 p.m. Motion carried unanimously.*

Respectfully submitted,

Diane Novak  
Secretary