

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

January 9, 2023

Middle School Cafeteria
Harbor Springs Middle School
800 State Road
Harbor Springs, MI 49740

Board Members Present: Paul Fairbairn, President
Gary Morse, Vice President
Tina Honeysette, Treasurer
Diane Novak, Secretary
Brad Backus, Trustee
Margo Damoose, Trustee

Board Members Absent: Mike Vandermus, Trustee

Staff Present: Brad Plackemeier, Superintendent
Denise Knight, Administrative Assistant
Rod Fullerton, Chief Financial Officer
Chris Cerrudo, Technology Director
Leigh Inglehart, Interim High School Principal
Heather Keiser, Middle School Principal

Regular Meeting

I. Call to Order

Superintendent Plackemeier called the regular meeting to order at 7:02pm.

II. Pledge of Allegiance

III. Approval of Agenda

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

IV. Administer Oath of Office

Superintendent Plackemeier administered the oath of office to re-elected board members Novak and Backus.

V. Election of Officers

A. President

A motion was made by Damoose, seconded by Morse, to appoint Fairbairn as president. Motion carried unanimously.

B. Vice President

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

C. Secretary

A motion was made by Damoose, seconded by Morse, to appoint Novak as secretary. Motion carried unanimously.

D. Treasurer

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

VI. Board Committees

A. Finance

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

B. Facilities

A motion was made by Novak, seconded by Morse, to appoint Backus and Vandermus to the Facilities Committee. Motion carried unanimously.

C. Communications

A motion was made by Damoose, seconded by Honeysette, to appoint Novak and Morse to the Communications Committee. Motion carried unanimously.

VII. Board Liaisons

A. Harbor Springs Education Foundation Representative

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

B. Harbor Springs Baseball Commission Representative

A motion was made by Fairbairn, seconded by Honeysette, to appoint Morse as the representative to the Harbor Springs Baseball Commission. Motion carried unanimously.

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

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

The Board of Education will meet at 7:00 pm in the Cafeteria at the Harbor Springs Middle School, 800 State Road, Harbor Springs, MI 49740 on the second Monday of the month. The regular meeting schedule for 2023 shall be as follows:

January 9, 2023; February 13, 2023; March 13, 2023; April 10, 2023; May 8, 2023; June 12, 2023; June 26, 2023 Annual Budget Hearing; July 10, 2023; August 14, 2023; September 11, 2023; October 9, 2023; November 13, 2023; December 11, 2023

Ayes: Honeysette, Backus, Fairbairn, Novak, Damoose, Morse (6)

Nays: (0)

Motion carried.

IX. 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 Morse, seconded by Fairbairn, to designate the following for school fund depositories: First Community Bank, Michigan School District Liquid Asset Fund Plus and Huntington Bank. Motion carried unanimously.

X. Check Signature Authorization

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

XI. Designation of Person for Public Notices of Meetings - Denise Knight

A motion was made by Fairbairn, seconded by Backus, to designate Denise Knight as person for public notices for meetings. Motion carried unanimously.

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

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

XIII. Delegation of Election Duties - Rod Fullerton

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

XIV. Approval of Organizational Memberships

A motion was made by Fairbairn, 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; Kiwanis International. Motion carried unanimously.

XV. School Board Recognition

School board recognition signs were hung for the board meeting by Middle School along with a painted Harbor Springs rock and notecard for each board member. High School created a video with many high school students expressing their appreciation for the board and likes about Harbor Springs from a student's view. Superintendent Plackemeier presented the board members with a framed photo of the bluff from a picture taken by the Drone Class.

XVI. Board President's Report

President Fairbairn expressed his thanks for the opportunity to serve as president, saying it's a great honor to serve Harbor Springs Public Schools and a great place for kids and family.

XVII. Superintendent's Report

Superintendent Plackemeier gave a construction update and showed pictures of the progress along with a 5G update and a rough schedule of the EMF & RF testing.

XVIII. Administrative Reports

Interim High School Principal Inglehart gave a thank you to the board and noted that the students were very sincere in the video that was shown during board recognition. She also shared winter sports are underway, wizard of oz is getting a lot of buzz, quiz bowl, robotics, NHS and field trips, along with exams in January and the SRO co-teaching the criminal justice class.

Middle School Principal Keiser updated the winter sports are off to a good start, I-Ready reading & math, teacher mid-year reviews, 7th & 8th going to Great Lake Center for the Arts and the MS musical.

XIX. General Announcements

Backus thanked fellow board members.

XX. Public Input - none

XXI. Consent Agenda Items

A. Approval of Invoices

1. General Fund - \$957,218.75

2. Community Schools Fund - \$14,027.97
3. Food Service Fund - \$21,312.41
4. Building & Site Fund - \$10,975.07
5. Fiber Build Project Fund - \$0.00
6. 2022 Bond Project Fund - \$268,404.34

B. Approval of Minutes

1. Regular Meeting - December 12, 2022

A motion was made by Morse, seconded by Backus, to approve the consent agenda as follows: General Fund \$957,218.75; Community Schools Fund \$14,027.97; Food Service Fund \$21,312.41; Building & Site Fund \$10,975.07; 2022 Bond Project Fund \$268,404.34 and the minutes for the regular meeting-December 12, 2022. Motion carried unanimously.

XXII. Recommended for Action - New Business

- A. Approval of Commissioning Agent for the new elementary and Blackbird EC projects.

A motion was made by Morse, seconded by Damoose, to award FISECx as the commissioning agent for the new elementary and Blackbird EC projects. Motion carried unanimously.

XXIII. Information & Proposals

- A. MYIG overnight trip

Superintendent Plackemeier informed the board about the HS MYIG planning to attend spring conference in Lansing February 16-19, 2023.

XXIV. Public Input - none

XXV. Request to go into Executive Session for Superintendent Mid-Year Review

A motion was made by Morse, seconded by Honeysette, to go into executive session for superintendent mid-year review at 7:40 pm.

Ayes: Honeysette, Backus, Fairbairn, Novak, Damoose, Morse (6)

Nays: (0)

Motion carried.

A motion was made by Morse, seconded by Honeysette, to reconvene the regular meeting at 9:15pm. Motion carried unanimously.

XXVI. Adjournment

A motion was made by Morse, seconded by Backus, to adjourn the regular meeting at 9:16pm . Motion carried unanimously.

Respectfully submitted,

Diane Novak
Secretary