

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

March 13, 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
Mike Vandermus, Trustee

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

Regular Meeting

I. Call to Order

President Fairbairn called the regular meeting to order at 7:00pm.

II. Pledge of Allegiance

After the pledge of allegiance President Fairbairn asked for a moment of self reflection.

III. Approval of Agenda

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

IV. Mission Excellence - Band Program

Superintendent Plackemeier stated that Mr. Ruddy was asked to be a guest conductor for high school honor band downstate so he would not be present and this award would be moved to the April meeting.

V. Board President's Report

President Fairbairn reported that he and Diane Novak were included in the interview process for the new Middle School Counselor position. He commented on how well it went and complimented Heather Keiser on the process.

VI. Superintendent's Report

Superintendent Plackemeier reported on the following:

Spring break will run from Friday, March 24th through Monday, April 3rd.

HS spring sport practices started today. MS practices begin when we return from spring break.

The HS musical, *The Wizard of Oz*, will be this weekend. Performances on Friday and Saturday will be at 7:00pm and 3pm on Sunday.

Construction Update:

- HVAC work on Blackbird is scheduled to be completed this summer.
- The project team is anticipating breaking ground on the new elementary school at the beginning of May.
- The construction team is working on starting the process of furniture selection for the new elementary school.

5G

- Continue to provide monthly updates to the district committees to report back at the building level.
- We will be sharing out the results of the testing over the next month.

VII. Committee Reports

A. Finance

Honeysette reported on the review of invoices, personnel update including retirements and senior teacher compensation staff, 5G, schools of choice, update on current job openings and administrative principal contracts.

B. Communications

Novak reported Gary, Anna and Brad were present. Anna shared information on football coaching candidates and the volleyball coach who was hired. She also updated on coaching assignments and participation numbers for the spring season. They also received the athletic conference update, discussed the sound system for the baseball field, athletic field fertilization plan and info on MHSAA. There was also a personnel update, 5G update and discussion on schools of choice and the health department survey.

C. Facilities

Backus reported that Brad Kranig was present along with Ron, Paul, Mike and Brad Plackemeier. Ron gave a facilities report which included the district security camera system, the fire suppression system at Blackbird Elementary and the bus garage, issues with the walk-in cooler at Blackbird Elementary, update on the status of the emergency drills conducted throughout the district, roofing inspections and spring sports facilities. There was also discussion on personnel update, 5G update, schools of choice, field turf and the process for selecting a mechanical contractor.

VIII. Administrative Reports

Middle School Principal Keiser was the only principal present due to the others going out of town for teacher recruitment. She reported the following:

High School:

- Spring sports started today and practicing is inside until the weather clears.
- Parent/teacher conferences were last week.
- Mr. Schultz’s physics classes experienced a real life extension activity with a sledding trip to Kiwanis Park. Students collected data, analyzed their measurements and had fun while using their physics knowledge.
- The Wizard of Oz is this upcoming weekend with performances on Friday, Saturday and Sunday.

- Robotics team is going to Traverse City Central High School for it's second competition.
- There are five HSHS students headed to the National History Day Competition with Ms. Diener at Traverse City West Middle School this Saturday.
- Our top 12 students of the class of 2023 will be honored at the LMC awards ceremony on March 20th at East Jordan high School.
- Mrs. Inglehart, Mrs. Richardson and School Resource Officer Swiss will be attending the BTAM (behavioral threat assessment and management) training in Gaylord on March 22nd.

Middle School:

- Conducted MS Student Success Coordinator interviews and they went very well.
- The 8th grade hosted a fundraiser at Pond Hill Farm for their Chicago trip. We would like to thank parents, community members and local businesses for supporting the kids and coming together for such a great event.
- Coast Guard Auxiliary volunteers presented a water safety lesson to 7th and 8th grade students and we are looking into the possibility of them returning to teach Boater Safety lessons for certification.
- Interested 8th graders will tour Petoskey CTE programs so they can make informed choices on their HS 4-year plan.
- MSP Officer Corey Hebner will be presenting to MS and HS parents on the topic of substance use and risk in our youth population. Following that he will speak with the 7th and 8th grade students about the risks associated with substance use, physical and health dangers as well as the legal consequences.
- End of third quarter next Thursday. After spring break is M-STEP testing and 8th graders taking the PSAT.

Elementary

- March is reading month with lots of activities like “Reading is In-Tents” and students are enjoying it.

IX. General Announcements

Vandermus commented on the “March is reading month” and that it is awesome.

Honeysette encouraged everyone to go online and fill out the survey regarding the rerouting of M-119 and Lake Street.

X. Public Input - none

XI. Consent Agenda Items

A. Approval of Invoices

1. General Fund - \$921,971.09
2. Community Schools Fund - \$31,867.16
3. Food Service Fund - \$23,523.86
4. Building & Site Fund - \$0.00
5. Fiber Build Project Fund - \$1,200.00
6. 2022 Bond Project Fund - \$268,500.11

B. Approval of Minutes

1. Regular Meeting - February 13, 2023

A motion was made by Morse, seconded by Backus, to approve the consent agenda as follows: General Fund-\$921,971.09; Community Schools Fund-\$31,867.16; Food Service Fund-\$23,523.86; Fiber Build Project Fund-\$1,200.00; 2022 Bond Project Fund-\$268,500.11 and the minutes from the regular meeting-February 13, 2023. Motion carried unanimously.

XII. Recommended for Action - New Business

A. Approval of Principal Contracts

A motion was made by Backus, seconded by Novak, to approve the principal contracts an additional year (2023-2026) in addition to the following changes:

- *2. Compensation
One year increase in step with the application of the 1.22 multiplier*
- *4. Fringe Benefits
Reimbursement for up to six (6) graduate credits per year upon prior approval of the Superintendent. There may be years the Superintendent approves more than six (6) graduate credits depending on the circumstances.*
- *5. Business Expenses & Professional Obligations
.....The District shall pay the association dues, professional memberships and publication/journals as selected by the Superintendent and Administrator. The District will also reimburse the Administrator for the Admin certification renewal and all reasonable and necessary expenses resulting from the performance of his/her duties as Administrator. The Administrator shall provide documentation, as determined by the Board, to be eligible for reimbursement.
Motion carried unanimously.*

B. Approval of Staff Resignation

A motion was made by Backus, seconded by Honeysette, to accept the resignation of Megan McShannock, Middle School Counselor effective June 16, 2023. Motion carried unanimously.

C. Approval to Join a New Athletic Conference

A motion was made by Morse, seconded by Backus, to approve Harbor Springs Public Schools to leave the Lake Michigan Conference at the conclusion of the 2023-24 school year to join the new athletic conference to begin competition in the Fall of 2024. Motion carried unanimously.

D. Adopt 2022-23 Budget Amendment Resolutions for General Fund, Community Schools Fund, Food Service Fund and Student Activities Fund

A motion was made by Novak, seconded by Backus, to adopt budget amendments for General Fund, Community Schools Fund, Food Service Fund and Student Activities fund. Motion carried unanimously.

XIII. Information & Proposals

A. Revision of Health Department Survey

Superintendent Plackemeier reported that the Health Department of Northwest Michigan has worked with the school district for the following changes to the survey they are planning to administer at the secondary level:

- The survey has gone through many edits after receiving feedback from parents and the school district
- The survey will only be administered to high school students (9th through 12th grade)
- Questions will follow the branching concept. When a student answers “no” on a topic, there will be no follow up questions for that topic.

- Parents may opt their children out of taking the survey as it is not a requirement for participation in any school activity or function.

A representative from the Health Department was present and answered questions of the Board of Education members.

B. Personnel - Retirement/Resignation

Chris Kosloskey, HSHS custodian, will be resigning on June 9, 2023

Kathleen Weber, HSPS Paraprofessional, will be retiring at the end of the current (2022-23) school year.

XIV. Public Input - none

XV. Adjournment

A motion was made by Honeysette, seconded by Damoose, to adjourn the regular meeting at 7:31pm.

Motion carried unanimously.

Respectfully submitted,

Diane Novak
Secretary