

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

September 11, 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
Mike Vandermus, Trustee
Brad Backus, Trustee
Margo Damoose, Trustee

Board Members Absent: Diane Novak, Secretary

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

Regular Meeting

I. Call to Order

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

II. Pledge of Allegiance

President Fairbairn asked everyone to take a moment of personal reflection after the pledge of allegiance.

III. Approval of Agenda

Superintendent Plackemeier noted an amendment to the agenda - adding an approval of an overnight trip for HSHS robotics competition at the end of Recommended for Action-New Business.

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

IV. Board President's Report

President Fairbairn commented on the teacher and admin start day-thought it was fabulous and is proud to be a part of it.

V. Superintendent's Report

Back to School

- Professional development included ALICE training and building level activities
- Open house and the community picnic

5G/Cellular Update- Michigan EMF Specialists completed testing at the high school in July. We received the final reports and will have them posted on the website.

Bond Construction Update

- New traffic pattern
- New elementary construction
- Phase 2 project planning

VI. Committee Reports

A. Finance

Damoose reported:

- **Review Invoices** – Committee members reviewed and discussed invoices.
- **Personnel Update** – Discussed current staffing throughout the district, new teacher orientation, and intervention programs planned for the 2023-2024 school year.
- **5G/Cellular Update** – An update and discussion regarding the current AT&T and Verizon lease agreements and RF/EMF testing completed in the summer.
- **Experienced Educator Compensation** – The committee reviewed and discussed the proposal for the September Board of Education meeting.
- **10 Passenger Van Purchase** – The draft price quote was shared and discussed for the vehicle purchase.
- **Years of Service** – Mr. Plackemeier shared information regarding awarding years of service from outside of HSPS to employees hired before the 2023-2024 school year.
- **Fund Balance** – Mr. Plackemeier and Mr. Fullerton shared information related to the current HSPS fund balance compared with other out of formula school districts.

B. Communications

Morse reported:

- **Athletic Report** – Ms. Rigby provided an update from the athletic department:
 - The participation numbers for each of the fall sports.
 - Update on the condition of the tennis courts and potential solutions for fixing or replacing them.
 - The potential for adding coaching staff for the tennis program due to increased numbers.
 - Financial support/funding from the district for each sport.
- **Personnel Update** – Discussed current staffing throughout the district, new teacher orientation, and intervention programs planned for the 2023-2024 school year.
- **5G/Cellular Update** – An update and discussion regarding the current AT&T and Verizon lease agreements and RF/EMF testing completed in the summer.
- **Trails Curriculum (6th Grade)** – The committee reviewed and discussed the proposed Trails to Wellness anxiety curriculum.
- **Health Behavior Survey** – Discussion about the results of the health behavior survey that was administered to high school students during the 2023-2024 school year.

C. Facilities

Vandermus reported:

- **Facilities Report** – Mr. Ouellette provided an update from the Facilities Department:
 - Update on the progress in obtaining estimates for work to be done on the tennis courts.

- o Supply ordering for the school year
- o Communication with the City of Harbor Springs regarding the sanitary manhole off Pine Street
- o Work with the architects of the new elementary building to include hose bibs on the front of the facility.
- o Change over to LED bulbs from fluorescent at the middle school.
- o Programming corrections with the HVAC system at the high school to regulate temperatures in classrooms.
- **Personnel Update** – Discussed current staffing throughout the district, new teacher orientation, and intervention programs planned for the 2023-2024 school year.
- **5G/Cellular Update** – An update and discussion regarding the current AT&T and Verizon lease agreements and RF/EMF testing completed in the summer.
- **Bond Construction**
 - o **Field Turf** – The group looked at and discussed the samples of field turf, shock pad, and infill provided by the architects.
 - o **Stadium Add Alternates** – The add alternates at the stadium include: an upgrade to the shock pad and eco-friendly infill, completion of the fencing installed during the previous athletic bond, and a netting system designed to keep balls from going into the swamp are on the south and east borders of the field

VII. Administrative Reports

Elementary Principal Fairbanks reported:

- Thanked the custodians
- Still in need of two para positions
- Students at recess enjoying the construction of the new elementary
- I-Ready
- Flywheeler-4th grade
- TK-cider
- Festival of the Book
- Thanks to Thorps for donating the vending machine
- Beaver Island video may be presented at the Lyric

Middle School Principal Keiser reported:

- We've had a great first week of school!
- Fall sports are off to a good start. Middle School Cross Country opened the season this past weekend with the Charlevoix Mud Run with quite a few students medaling. Volleyball opens their season next Monday and football plays their first game on Tuesday.
- The 5th grade car wash fundraiser was this past weekend. We would like to thank all of the parents and community members for their support.
- This week students are taking their math and reading iReady diagnostic tests which will provide teachers with the data needed to differentiate instruction.
- This Friday, the 8th grade class will go on their annual rafting trip down the Sturgeon River. This trip is a great team building activity to start the year.
- The sixth grade class will visit Camp Daggett on Monday for a day of adventure activities; the seventh grade class will visit in early October.
- Later this month, the fifth grade class will experience a Backyard Adventure downtown Harbor Springs with TOPONexus.

- We are excited to celebrate the Festival of the Book on September 22 with two authors visits and presentations. Teachers are working on lesson plans to supplement the author’s presentations and extend the students' learning.
- Finally, we will finish the month with our first PBIS celebration with a staff versus students volleyball game.

High School Principal Inglehart reported:

- Thank you to the custodial and maintenance staff for the cleaning over the summer and continual upkeep of our athletic facilities!
- Fall sports are well underway -
 - Soccer - spectacular season thus far
 - Volleyball - best season in well over 5 years
 - CC - just ran in the ever popular mud run and both teams took 1st place in the small school division
 - Tennis - keeps growing and a fun group of guys
 - Football - working hard and having fun
 - Golf - small but mighty team
- Not able to hold the Back to School BBQ this year but hope to bring it back next year or maybe do something else yet this fall
- Stratford Festival Trip is back and students will be traveling to Canada with the entire ELA Department September 13 - 15
- FOTB will be held on September 22 with three different authors presenting to HSHS students
- Staff greatly appreciated the ALICE training on the PD day especially the format of the training

VIII. General Announcements

Damoose reported a spectator from Glen Lake commenting on the sportsmanship and great experience here in Harbor Springs.

IX. Public Input - none

X. Consent Agenda Items

A. Approval of Invoices

1. General Fund - \$992,705.50
2. Community Schools Fund - \$14,032.80
3. Food Service Fund - \$5,001.39
4. Building & Site Fund - \$1,100.00
5. Fiber Build Project Fund - \$0.00
6. 2022 Bond Project Fund - \$17,407.50

B. Approval of Minutes

1. Regular Meeting - August 14, 2023

A motion was made by Morse, seconded by Backus, to approve the consent agenda as follows: General Fund - \$992,702.50; Community Schools Fund - \$14,032.80; Food Service Fund - \$5,001.39; Building & Site Fund - \$1,100.00; Fiber Build Project Fund - \$0.00; 2022 Bond Project Fund - \$17,407.50; and the minutes from the Regular Meeting – August 14, 2023. Motion carried unanimously.

XI. Recommended for Action - Old Business

- A. Approval of Miller Johnson Policy Updates

A motion was made by Backus, seconded by Vandermus, to approve the revisions and updates to the policies and administrative guidelines attached in the Board of Education packet. Motion carried unanimously.

XII. Recommended for Action - New Business

A. Approval of Lunch Supervision Stipend

A motion was made by Morse, seconded by Backus, to approve the Letter of Understanding for lunch supervision stipends as follows:

- *Add High School Lunch Supervision stipend at a compensation of \$500*
- *Add Middle School Lunch Supervision stipend at a compensation of \$500*
- *Add Elementary Lunch Supervision stipend at a compensation of \$500*

Motion carried unanimously.

B. Approval of Experienced Educator Compensation

A motion was made by Damoose, seconded by Backus, to approve the Letter of Understanding for the Experienced Educator Compensation as follows:

Experienced Educator applicants must have completed twelve (12) years of teaching service in Harbor Springs Public Schools (excluding years of unpaid leave), be a full-time employee, and have attained ratings of effective or highly effective on their five most recent evaluations. The teacher must inform the superintendent by formal application no later than August 15th of any given school year. A teacher who satisfies the requirements for an Experienced Educator, shall be paid \$6,000 per year for up to three consecutive years in total. Prior to acceptance of an Experienced Educator position, the teacher, and his/her immediate supervisor (or superintendent), shall agree to specific educational duties in addition to the teacher's normal teaching day that accumulates to no less than seventy-five (75) hours over the course of each school year. The teacher shall be responsible for documenting his/her duties as they are completed. A teacher shall only be eligible for the Experienced Educator position one time during their tenure with Harbor Springs Public Schools.

Motion carried unanimously.

C. Approval of 10 Passenger Van Purchase

A motion was made by Morse, seconded by Damoose, to approve the purchase of a 10 passenger van through the state bidding process. Motion carried unanimously.

D. Approval of Overnight Trip for HSHS Robotics Competition

A motion was made by Backus, seconded by Vandermus, to approve the overnight trip for the HSHS Robotics team from September 23, 2023 through September 24, 2023. Motion carried unanimously.

XIII. Information & Proposals

A. Ram Wellness Health Behavior Presentation

Madi McCullough and Jennie Dodge were in attendance and Madi presented the highlights from the survey that was taken with the high school students last year. She also answered questions and had dialogue with the board on the results.

XIV. Public Input - none

XV. Adjournment

A motion was made by Morse, seconded by Backus, to adjourn the regular meeting at 7:31pm. Motion carried unanimously.

Respectfully submitted,

Diane Novak
Secretary