

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

December 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
Diane Novak, Secretary
Tina Honeysette, Treasurer
Mike Vandermus, Trustee
Brad Backus, Trustee
Margo Damoose, Trustee

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 7:00pm.

II. Pledge of Allegiance

President Fairbairn asked everyone to take a moment for self reflection.

III. Approval of Agenda

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

IV. Mission Excellence

Superintendent Plackemeier recognized Brewster McVicker for being awarded the 2022-23 Michigan Coach of the Year-Girls Skiing-Alpine by the National Federation of State High School Associations.

V. Board President's Report

President Fairbairn wished everyone a Merry Christmas and is hopeful they enjoy time with family.

VI. Superintendent's Report

Superintendent Plackemeier reported the following:

- **Beyond Basics** – Tutors continue to work with 3rd and 4th grade students. New tutors have been added and they are looking to schedule the next round of tutoring.
- **Bond Construction Update** – new elementary construction, furniture design committee met and looked at samples and Phase 2 projects will have Plante Moran presenting the GMP for the stadium project and high school site improvements.

VII. Committee Reports

A. Finance

Damoose reported the following:

- **Review Invoices**
- **Personnel Update** – Discussed current staffing throughout the district and projections for the 2024-2025 school year.
- **5G/Cellular Update**
- **Early Childhood** – Updated information regarding the Early Childhood Program.
- **Miller Johnson Policy Updates**
- **Athletic Funding**

B. Communications

Novak reported the following:

- **Athletic Report** – Ms. Rigby provided an update from the athletic department:
 - Interviews for the softball coaching position will be conducted this week.
 - Athletic personnel update
 - Winter sports are up and running.
 - Name in Licensing (NIL) update for high school sports
- **Personnel Update** – Discussed projections for the 2024-2025 school year.
- **5G/Cellular Update**
- **Early Childhood** – Updated information regarding the Early Childhood Program.
- **Miller Johnson Policy Updates** – reviewed the policy updates.
- **CTE Cosmetology** – Mr. Plackemeier updated the group on the status of the cosmetology CTE program option the district is working on with Char-Em.

C. Facilities

Vandermus reported the following:

- **Facilities Report** – Mr. Ouellette provided an update from the Facilities Department:
 - A status report for the work on the bleachers at the middle and high school.
 - Squiers was in the district to install new power in the middle school kitchen for the new combination oven, the new refrigerator in the high school kitchen, and the wide belt sander for the high school woodshop.
 - The custodial crew's work on the ice and snow.
 - An update on the middle school hot water heater.
 - The Drost lawn fertilization plan for 2024.
 - The Smart Building Services (SBS) proposal to bring the high school online with the same system as the other schools in the district.
 - A report on the results of the roof inspections.
 - Proposals for repairing the tennis courts.
- **Personnel Update**
- **5G/Cellular Update**
- **Early Childhood**
- **Miller Johnson Policy Updates**
- **Bond Construction** – Plante Moran led a discussion regarding the add alternates for the field turf and high school site improvement projects in preparation for the Guaranteed Maximum Price (GMP) proposal at the December Board meeting.

- **Tennis Courts** – Mr. Ouellette discussed the options for repairing the tennis courts and provided proposals.
- **Elementary Playground** – Mr. Plackemeier updated the group on the progress of designing a lower elementary playground area on the current Shayground

VIII. Administrative Reports

High School Principal Inglehart reported:

- Winter sports are well underway.
- Quiz Bowl has participated in a couple of competitions already at NCMC.
- NHS just inducted its new members and is working to get the Hospiteen Program up and running.
- The Jazz band opened up for the middle school band and we are looking forward to Holiday Collage Band Concerts this Wednesday in the PAC.
- Judge Deegan has been working with our MYIG to ensure they are prepared when they head to Lansing in February.
- Mrs. Niersel and Ms. Brown are working on Peer to Peer program for HSHS.
- Collaboration between Ms. Diener’s World History class and Mr. LaPoint’s Chemistry class - the students made gunpowder and ignited it in the lab.
- Char-Em –working with them on new Cosmetology program.

Middle School Principal Keiser reported:

- SmartPass online hallway pass started. This will improve efficiency and safety.
- 5th grade food drive was very successful. They surpassed their goal of collecting 1000 items. We’d like to thank everyone who participated and made donations.
- 18 middle school students participated in the November Michigan Youth In Government trip to Lansing.
- Tonight is the final game of our boys basketball season.
 - Coach Wood reports that the Ram Team has shown tremendous improvement
 - Coach Grosvenor’s 7th grade team is 5 and 6 on the season.
 - The 8th grade team has also competed well this season and they’re also at 5 and 6, hoping to grab another win tonight against Charlevoix! There’s an exciting core group of players to look forward to watching as they head to high school!

Elementary Principal Fairbanks reported:

- Elementary had a great concert last week.
- 3rd grade are going to Boyne to learn about skiing.
- 2nd grade are bringing in gifts to give back
- Brad Reed is working with 1st grade on a project
- Thank you to all the volunteers that have been helping out
- Beyond Basics and 3 more new hires.
- PBIS events
- Ripple show sold out/going to Alpena film festival
- K-1 playground
- Teacher sub group doing great job with furniture design

IX. General Announcements

Damoose commented on the elementary concert and how wonderful it was. Vandermus echoed Damoose’s comment and thought it was a cool concert.

X. Public Input - none

XI. Consent Agenda Items

A. Approval of Invoices

1. General Fund - \$1,213,333.86
2. Community Schools Fund - \$28,557.68
3. Food Service Fund - \$29,417.53
4. Building & Site Fund - \$1,865.00
5. Fiber Build Project Fund - \$1,356.77
6. 2022 Bond Project Fund - \$2,284,488.68

B. Approval of Minutes

1. Regular Meeting - November 13, 2023

A motion was made by Morse, seconded by Backus, to approve the consent agenda as follows: General Fund - \$1,213,333.86; Community Schools Fund - \$28,557.68; Food Service Fund - \$29,417.53; Building & Site Fund - \$1,865.00; Fiber Build Project Fund - \$1,356.77; 2022 Bond Project Fund - \$2,284,488.68; and the minutes from the regular meeting – November 13, 2023. Motion carried unanimously.

Morse inquired about the fiber build project funds and would like it looked in to.

XII. Recommended for Action - New Business

A. Approval of GMP construction projects

1. HSHS Site Improvement Project

A motion was made by Morse, seconded by Novak, to approve the following add alternate to the HSHS Site Improvement Project:

Alternate 2: Pool entrance sidewalk - \$51,042

The cost of this work will be detailed in a GMP Amendment to The Christman Company's AIA-A133 Agreement subject to review by the district's legal counsel for terms. The Project will be funded by bond proceeds. Motion carried unanimously.

2. Ottawa Stadium Project

A motion was made by Morse, seconded by Backus, to approve the following add alternates to the Ottawa Stadium Project:

Alternate 2: 3 fiber synthetic turf with sand and Brock infill and Brock SP17 pad - \$197,553

Alternate 5: 6' vinyl chain link and ornamental fence - \$20,306

Alternate 7: Turf between grandstand and field - \$31,503

The cost of this work will be detailed in a GMP Amendment to the The Christman Company's AIA-A133 Agreement subject to review by the district's legal counsel for terms. The Project will be funded by bond proceeds. Motion carried unanimously.

XIII. Information & Proposals

- A. Miller Johnson Policy Manual and Administrative Regulations Update - 1st Reading

Miller Johnson Policy Manual and Administrative Regulations updates were attached in boardbook for review. There are several changes that occurred this year because of the legislature adjourning *sine die* on Tuesday, November 14, 2023, resulting in changes taking effect on February 13, 2024. The second reading and final approval will be on the January board meeting agenda.

B. District Fund Balance - 2nd Reading

HSPS is amending the minimum fund balance policy. Discussions have taken place over the last few months with the minimum amount ranging from 35% to 40%. President Fairbairn referenced his conversation with the auditor about the fund balance and suggested it be changed to 40%. The new minimum fund balance of 40% with a review in a year will be brought to the January 2024 board meeting for approval.

XIV. Public Input - none

XV. Adjournment

A motion was by Morse, seconded by Vandermus, to adjourn the regular meeting at 8:24pm. Motion carried unanimously.

Respectfully submitted,

Diane Novak
Secretary