

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

**February 12, 2024**

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

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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  
Heather Keiser, Middle School Principal  
Nathan Fairbanks, Elementary Principal

**Regular Meeting**

**I. Call to Order**

President Fairbairn called the regular meeting to order at 6:00pm.

**II. Pledge of Allegiance**

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

**III. Approval of Agenda**

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

**IV. Board President's Report**

President Fairbairn commented on the Hoops for Troops event and thanked all the volunteers and everyone who participated along with the t-shirts which were donated by Five Star Screen Printing.

**V. Superintendent's Report**

Superintendent Plackemeier reported on the following:

- 5G/Cellular-testing was completed over the December 2023 break and results will be posted on the website.
- Job Postings-have posted a 5<sup>th</sup> grade teaching position bringing that grade level to three sections along with a Title VI coordinator. Will also be posting an additional Special Education position.
- Bond Construction Update
  - planning for the HVAC work at Blackbird in the red hallway this summer.
  - progress continues on the new building with brick work on the exterior, completion of masonry work on the interior and painting in the gym. The furniture recommendation is on tonight's agenda.
- Phase 2 Projects

- Planning for the field turf project at Ottawa Stadium continues with the start date of June 3, 2024.
- Planning for the parking lot project and PAC addition at the high school with a start date of June 10, 2024.
- There will be meetings with teams from the middle school and high school for building walkthroughs to determine the needs for Project 2 work.

## VI. Committee Reports

### A. Finance

Honeysette reported:

- Review of invoices.
- Personnel update and job postings.
- 5G update.
- Early childhood.
- Furniture Consortium Purchase.
- Update and information on new accounting software needed.

### B. Communications

Novak reported:

- Athletic update from Ms. Rigby which included the following:
  - Reposting of head softball coaching position.
  - Update on the head volleyball coaching position.
  - Plan for the hoops for troops basketball game.
- Personnel, 5G and early childhood.
- Athletic Attendance Policy-the group discussed the current athletic attendance policy and Mrs. Inglehart presented data for HSHS related to absences for each level of the current policy.

### C. Facilities

Vandermus reported:

- Facilities report from Mr. Ouellette which included the following:
  - Fertilization plan.
  - Installation of oven at the MS and fixing an oven at the HS.
  - HS floor scrubber.
  - New controller at the high school.
  - Planning for the water and roof drain for the PAC addition.
  - Report on snow removal from Blackbird Elementary roof.
  - Renewal of the Federal Fish and Wildlife Permit application for 2024.
  - Replacement of a breaker for the new salt chemical machine for the pool.
  - Update on the testing for 811, miss dig.
- Updates on Personnel, 5G, Early Childhood, Bond Construction and the Tennis Court Summer Project.

Morse inquired on the air ionization system in the buildings.

## VII. Administrative Reports

Middle School Principal Keiser reported the following:

- Street STEM mobile lab from Char-Em visited last week-5<sup>th</sup>-8<sup>th</sup> grade had fun and engaging opportunities.
- Traditional Parent/Teacher conferences this Wednesday. New Mid-Year Showcase will be on Thursday-students will show off their work.
- Basketball season ends this week and 8<sup>th</sup> grade are undefeated so far.

- iReady testing completed in January-teachers will use PD time on February 16<sup>th</sup> to disaggregate the data.

Elementary Principal Fairbanks reported the following:

- Parent/Teacher conferences this week.
- Beyond Basics is finishing first round.
- Aliviah Chisholm won first place.
- Ripple video will be played in Wisconsin Shipwreck Coast National Marine Sanctuary in Lake Michigan.
- PBIS-sledding in Petoskey Sports Park will be rescheduled moving to Plan B.
- March is reading month with lots of events planned.
- February 16<sup>th</sup> PD-Math and ELA meeting to discuss curriculum adoption.

Superintendent Plackemeier reported for High School Principal Inglehart:

- Mr. Byma is now an Avid Learning Partner and earned the Avid ProTools Specialist Certification as well as the certification for an Avid ProTools Instructor Level 1. This allows our students enrolled in A EVE to achieve certification as well.
- Jazz band had an opportunity to work with a professional bass guitarist thanks to the Goodhart Artist Residency program.
- A EVE student Aliviah Chisholm won first place at the Thunder Bay Student Film Festival.
- Quiz bowl won first place at the competition at NCMC last week.
- Working with Char-Em and GVSU to bring more direct credit opportunities to HSHS students enrolled in classes taught by HSPS teachers.
- Onika Alonzi and Charlie Baker were chosen for leadership positions at the MYIG conference.
- The Peer to Peer program along with students in Ms. Brown's math class have opened the Ram Roasters Coffee Shop.
- Both ski teams won regionals.

### VIII. General Announcements

Morse thanked the school, athletic department and hall of fame for his recent induction.

Vandermus commented on the good communication between Chris and the tech at True Stream.

### IX. Public Input - none

### X. Consent Agenda Items

#### A. Approval of Invoices

1. General Fund - \$1,011,274.12
2. Community Schools Fund - \$39,556.83
3. Food Service Fund - \$34,826.61
4. Building & Site Fund - \$81,355.00
5. Fiber Build Project Fund - \$195.00
6. 2022 Bond Project Fund - \$1,980,516.54

#### B. Approval of Minutes

1. Regular Organizational Meeting - January 8, 2024

*A motion was made by Morse, seconded by Vandermus, to approve the consent agenda as follows: General Fund - \$1,011,274.12; Community Schools Fund - \$39,556.83; Food Service Fund - \$34,826.61; Building & Site Fund - \$81,355.00; Fiber Build Project Fund - \$195.00; 2022 Bond Project Fund - \$1,980,516.54 and the minutes from the Regular Organizational Meeting – January 8, 2024. Motion carried unanimously.*

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

**A. Approval of High School Robotics Overnight Trips**

*A motion was made by Novak, seconded by Honeysette, to approve the High School Robotics overnight trips in March to the Jackson and Traverse City District FRC Competitions. (Jackson-March 1-3, 2024 and Traverse City-March 14-16, 2024) Motion carried unanimously.*

**B. Approval of Overnight Stratford Trip - September 2024**

*A motion was made by Vandermus, seconded by Damoose, to approve the HSHS English Department overnight trip to Stratford Festival from September 11-13, 2024. Motion carried unanimously.*

**C. Approval of Tennis Court Summer Project**

*A motion was made by Morse, seconded by Backus, to approve Court Menders to complete the work on six (6) tennis courts. The project includes the following:*

- *Power wash the six courts needing repair (\$5,100)*
- *Repair traditional/visible cracks (11,250)*
- *Tear out existing fabric/fill and level the rest of the surface (\$35,000) – This is a cost estimate for work based on the high end of anticipated repairs.*
- *Re-coat and line six courts (39,000)*
- *Project Total (90,350)*

*Motion carried unanimously.*

**D. Approval of Furniture Consortium Purchase**

*A motion was made by Damoose, seconded by Vandermus, to approve the purchase of Shay Elementary School FF&E items via competitive bid consortiums in the amount of \$526,892.58. The amount is inclusive of IE's fee/costs associated with design, scheduling, delivery and installation coordination. The cost of this work and FF&E items will be detailed in an AIA-A151-2019 Agreement subject to review by the district's legal counsel for terms and conditions. The Project will be funded by bond proceeds. Motion carried unanimously.*

**XII. Information & Proposals**

**A. Personnel - Staff Retirement**

Ruth McCullough will be retiring at the end of the 2023-24 school year.

**XIII. Public Input - none**

**XIV. Adjournment**

*A motion was made by Backus, seconded by Honeysette, to adjourn the regular meeting at 6:30pm. Motion carried unanimously.*

Respectfully submitted,

Diane Novak  
Secretary