

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

April 8, 2024

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

Staff Present: Brad Plackemeier, Superintendent
Denise Knight, Administrative Assistant
Chris Cerrudo, Technology Director
Heather Keiser, Middle School Principal
Nathan Fairbanks, Elementary Principal

Regular Meeting

I. Call to Order

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

II. Pledge of Allegiance

President Fairbairn requested a moment of self reflection.

III. Approval of Agenda

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

IV. Board President's Report -none

V. Superintendent's Report

Superintendeier reported:

- Hiring update with recommendations for the 5th grade, title VI coordindator and special education.
- Cosmetology instructor hiring is still in process.
- Beyond Basics-first round results and comparisons were included in weekly BOE update.
- Bond construction update includes projects scheduled for this summer, update on Shay construction which includes wrapping up brick installation, start of cabinetry and arrival of metal roof panels.
- GMP recommendation for the HSHS PAC addtion will require a special meeting for approval later this month.

VI. Committee Reports

Finance committee meeting was cancelled.

A. Communications

Novak reported:

- Athletic report from Ms. Rigby which included purchasing a new high school gym scorer's table, baseball sound system, great job by maintenance staff preparing outdoor facilities, update on hall of fame committee members and the start of winter coach evals.
- Personnel update
- 5G update
- Early childhood update
- Discussion on homeschoolers participating in athletics along with guidance that Ms. Rigby received from the MHSAA.
- Discussion on Ram Wellness Program specific to HSPS.

B. Facilities

Vandermus reported:

- Received a facilities report from Mr. Ouellette which included prep of outdoor athletic facilities, installation of baseball field sound system, roof leaks, update done on the server for the district's access software and the detailed cleaning that was done over spring break.
- Personnel update
- 5G update
- Early childhood update
- Bond construction update which included timelines and overall plans.

VII. Administrative Reports

Middle School Principal Keiser reported:

- Solar eclipse glasses were provided and students enjoyed learning about this rare occurrence.
- Interviews have taken place and they are excited about their two new teachers being recommended for hire.
- MSTEP testing has begun and PSAT 8 will be given this Wednesday.
- Spring band performance is April 24th at 7:00pm.
- MS track team has begun with over 60 students on the 6-8th grade team.

Elementary Principal Fairbanks reported:

- Today's eclipse was an awesome experience for the kids.
- Special's update which includes PE triathlon and field day, art show coming up and music with Amy Cross teaching a few day care classes.
- Girls fishing documentary played at CMU's international film festival over the weekend.
- MSTEP for 3rd and 4th is later this month.
- Kindergarten round up is next month.
- Working on playground and lunch room updates for a K-8 building.
- Discussions on math and 3rd/4th ELA curriculums.
- Will be posting for retirements.

Superintendent Plackemeier reported for High School Principal Inglehart the following:

- Spring sports (girl's soccer, tennis, baseball, softball and track) have all begun.
- Testing season has started with SAT on Wednesday, PSAT & ACT workkeys on Thursday and M-Step at the end of April.
- End of year activities start this week for class of 2024 with the distribution of caps, gowns and graduation invitations.
- Last band concert is April 24 with Swing into Spring at Nub's Nob on May 18th.

- Cosmetology instructor interviews are taking place with site visits planned in late April/early May.
- A EVE program has its first certified Pro Tools 101 student. David Chamberlin worked over spring break to complete lessons/exercises required to take the assessment. He passed the Pro Tools 101 exam on his first attempt and is working to complete Pro Tools 110 to be fully certified in the program by June.
- Prom will be held on May 4th at Bliss Gardens.

VIII. General Announcements

Damoose reported—it was fun to see the students today with the glasses, learning about the eclipse. Backus reported—went to a robotics competition and it was amazing—really enjoyed the attitude and atmosphere that was displayed and feels that this program should definitely be supported.

IX. Public Input – none

X. Consent Agenda Items

A. Approval of Invoices

1. General Fund - \$1,058,856.63
2. Community Schools Fund - \$15,617.98
3. Food Service Fund - \$29,264.34
4. Building & Site Fund - \$57,675.00
5. Fiber Build Project Fund - \$2,890.25
6. 2022 Bond Project Fund - \$562,424.65

B. Approval of Minutes

1. Rescheduled Regular Meeting - March 12, 2024
 2. Rescheduled Regular Meeting – Closed Session – March 12, 2024
- A motion was made by Morse, seconded by Damoose, to approve the consent agenda as follows: General Fund - \$1,058,856.63; Community Schools Fund - \$15,617.98; Food Service Fund - \$29,264.34; Building & Site Fund - \$57,675.00; Fiber Build Project Fund - \$2,890.25; 2022 Bond Project Fund - \$562,424.65, along with the minutes from the rescheduled regular meeting – March 12, 2024 and the rescheduled regular meeting – closed session – March 12, 2024. Motion carried unanimously.*

XI. Recommended for Action - New Business

A. Approval of Title VI Coordinator

A motion was made by Novak, seconded by Backus, to approve the hiring of Lorena Donald as the Title VI Coordinator to begin on April 9, 2024. Motion carried unanimously.

B. Approval of 5th Grade Teacher

A motion was made by Morse, seconded by Backus, to approve the hiring of Caitlin Williams as a 5th grade teacher at BA Step 1 of the salary schedule for the 2024-25 school year. Motion carried unanimously.

C. Approval of Special Education Teacher

A motion was made by Backus, seconded by Vandermus, to approve the hiring of Kylie Ralph as a Special Education Teacher at BA Step 1 of the salary schedule for the 2024-25 school year. Motion carried unanimously.

D. Approval of Staff Retirement

A motion was made by Backus, seconded by Vandermus, to accept the retirement of Natasha Bailey, 3rd grade teacher, effective November 1, 2024. Motion carried unanimously.

E. Approval of Cabling, AV and PA/Clocks RFP

A motion was made by Backus, seconded by Vandermus, to award the structured cabling portion of the project to Datacom in an amount not to exceed \$181,680, contingent upon successful contract negotiations. Plante Moran supports the District's recommendation. Additionally, it is recommended that the District set aside a 10% contingency of \$18,000 to address unforeseen circumstances that may arise throughout the implementation. The recommendations for the AV and PA/Clock portions of the RFP will be brought to the next Board of Education meeting. Motion carried unanimously.

XII. Information & Proposals

A. Financial Software Update

Superintendent Plackemeier informed the board of education that HSPS will be changing school accounting software from School Finance to Linq. Discussions throughout the ISD have explored the benefits of the districts using the same software. Char-Em brought in Pam Zazula to serve as an independent advisor, and she was in agreement with the move to Linq across the ISD. The cost for the change is \$18,000 for implementation and a yearly cost of \$8,000. Char-Em will be reimbursing the district for the implementation cost (\$18,000) to help with the change process.

XIII. Public Input

Caitlin Williams joined by zoom and commented on being grateful for the opportunity to come back to the community as a teacher.

XIV. Adjournment

A motion was made by Backus, seconded by Damoose, to adjourn the regular meeting at 6:28pm. Motion carried unanimously.

Respectfully submitted,

Diane Novak
Secretary