

August 10, 2026 - Regular Board Meeting
Monday, August 10, 2026 8:15 AM Eastern

Elk Rapids High School Library
308 Meguzee Point Dr
Elk Rapids, MI 49629

Jennifer Brown: Present
Jeff Hill: Present
Tara Kribs: Present
Steven Merchant: Absent
Scott Moore: Present
Sherry Steffen: Present
Shana Wojtowicz: Present
Present: 6, Absent: 1.

I. CALL TO ORDER: ROLL CALL/PLEDGE OF ALLEGIANCE

Board of Education:

President Jennifer Brown	Trustee Shana Wojtowicz
Vice-President Tara Kribs	Trustee Jeff Hill
Secretary Sherry Steffen	Trustee Steven Merchant
Treasurer Scott Moore	

Central Staff:

Superintendent Bryan McKenna
Executive Assistant Kortni Huron
Director of Finance Chelsea McGuire

II. CHANGES AND ADDITIONS TO THE AGENDA

To approve the agenda with no changes or additions. This motion, made by Scott Moore and seconded by Tara Kribs, Carried.

Steven Merchant: Absent, Jennifer Brown: Yea, Jeff Hill: Yea, Tara Kribs: Yea, Scott Moore: Yea, Sherry Steffen: Yea, Shana Wojtowicz: Yea
Yea: 6, Nay: 0, Absent: 1

III. COMMUNICATIONS FROM THE PUBLIC (AGENDA ITEMS ONLY)

Time limitations: Fifteen minutes per item, three minutes per speaker per item. Any citizen attending the meeting in person who wishes to address the school board on agenda items only may speak at this time. Person addressing the board are asked to register their name, address, and, if applicable, their affiliation. The Board President should recognize the citizen before speaking.
None.

IV. CONSENT AGENDA

The purpose of the consent agenda is to expedite business by grouping routine items together to be dealt with by one board motion without discussion beyond asking questions for simple clarification. Any board member may ask that any item on the consent agenda be removed and placed elsewhere on the agenda for discussion or due to conflicts. Such requests will be granted. If an item is not removed from the consent agenda, the action noted on the agenda is approved by

motions to adopt the consent agenda.

APPROVAL OF MINUTES

- July 13, 2026 - Regular Meeting Minutes

APPROVAL OF BILLS

- General Fund - \$697,636.14
- Bond - \$1,585,224.94
- Capital - \$49,512.50

PERSONNEL

16-26 APPROVAL OF BETHANY WILSON INCREASE TO 1.0 FTE TEACHER

RESOLVED: That Bethany Wilson be increased to a 1.0 FTE Teacher at Cherryland Middle School.

17-26 APPROVAL OF RESIGNATION OF CECILIA MCCORMACK AS A PARAPROFESSIONAL

RESOLVED: That the resignation of Cecilia McCormack as Library/Media Center Paraprofessional at Elk Rapids High School be approved as of July 12, 2026.

18-26 APPROVAL OF RESIGNATION OF MORRIGAN PRUYT AS A PARAPROFESSIONAL

RESOLVED: That the resignation of Morrigan Pruyt as a Preschool Paraprofessional at Mill Creek Academy be approved as of July 17, 2026.

19-26 APPROVAL OF ELAINE MCDANIEL AS A TEACHER

RESOLVED: That Elaine McDaniel be approved as the Visual Arts Teacher at Elk Rapids High School. Mrs. McDaniel will be placed at MA Step 18 of the Master Agreement.

20-26 APPROVAL OF RESIGNATION OF EMILIO BOCARDO AS A COACH

RESOLVED: That the resignation of Emilio Bocardo, JV Football Coach, be approved as of July 29, 2026.

21-26 APPROVAL OF LEAVE OF ABSENCE FOR LINDSEY MCCARTY AS A TEACHER

RESOLVED: That the unpaid Leave of Absence for Lindsey McCarty be approved for the 2026-2027 school year.

22-26 APPROVAL OF RESIGNATION OF LAUREN MERENDINO AS A PARAPROFESSIONAL

RESOLVED: That the resignation of Lauren Merendino as an At-Risk Paraprofessional at Mill Creek Academy be approved as of August 3, 2026.

DONATIONS

None.

To approve the Consent Agenda as presented. This motion, made by Scott Moore and seconded by Tara Kribs, Carried.

Steven Merchant: Absent, Jennifer Brown: Yea, Jeff Hill: Yea, Tara Kribs: Yea, Scott Moore: Yea, Sherry Steffen: Yea, Shana Wojtowicz: Yea
Yea: 6, Nay: 0, Absent: 1

V. ACTION ITEMS

V.A. 23-26 APPROVAL OF ADMINISTRATIVE CONTRACT

RESOLVED: That the administrative contract for the following staff be approved as presented.

- Bryan McKenna

To approve the resolution as presented. This motion, made by Scott Moore and seconded by Tara Kribs, Carried.

Steven Merchant: Absent, Jennifer Brown: Yea, Jeff Hill: Yea, Tara Kribs: Yea, Scott Moore: Yea, Sherry Steffen: Yea, Shana Wojtowicz: Yea
Yea: 6, Nay: 0, Absent: 1

V.B. 24-26 APPROVAL OF 2026-2029 MASTER AGREEMENT BETWEEN ELK RAPIDS BOARD OF EDUCATION AND ELK RAPIDS EDUCATION ASSOCIATION

RESOLVED: That the 2026-2029 Master Agreement between Elk Rapids Board of Education and Elk Rapids Education Association be approved as presented.

To approve the resolution as presented. This motion, made by Scott Moore and seconded by Tara Kribs, Carried.

Steven Merchant: Absent, Jennifer Brown: Yea, Jeff Hill: Yea, Tara Kribs: Yea, Scott Moore: Yea, Sherry Steffen: Yea, Shana Wojtowicz: Yea
Yea: 6, Nay: 0, Absent: 1

V.C. 25-26 APPROVAL OF COURSE LISTS FOR THE 2026-27 SCHOOL YEAR

RESOLVED: That the attached Course Lists for 2026-27 be approved as presented, for the following schools:

- Elk Rapids High School/Sunrise Academy
- Cherryland Middle School
- Lakeland Elementary

To approve the resolution as presented. This motion, made by Scott Moore and seconded by Tara Kribs, Carried.

Steven Merchant: Absent, Jennifer Brown: Yea, Jeff Hill: Yea, Tara Kribs: Yea, Scott Moore: Yea, Sherry Steffen: Yea, Shana Wojtowicz: Yea
Yea: 6, Nay: 0, Absent: 1

V.D. 26-26 APPROVAL OF STUDENT ASSESSMENT PLAN FOR THE 2026-27 SCHOOL YEAR AS REQUIRED BY POLICY 2623

RESOLVED: That the attached Student Assessment Plan for the 2026-27 school year be approved as presented.

To approve the resolution as presented. This motion, made by Scott Moore and seconded by Tara Kribs, Carried.

Steven Merchant: Absent, Jennifer Brown: Yea, Jeff Hill: Yea, Tara Kribs: Yea, Scott Moore:

Yea, Sherry Steffen: Yea, Shana Wojtowicz: Yea
Yea: 6, Nay: 0, Absent: 1

V.E. 27-26 APPROVAL OF THE STUDENT ACTIVITY FUNDS FOR THE 2026-27 SCHOOL YEAR AS REQUIRED BY POLICY 6610

RESOLVED: That the attached Student Activity Fund for the 2026-27 school year be approved as presented.

To approve the resolution as presented. This motion, made by Scott Moore and seconded by Tara Kribs, Carried.

Steven Merchant: Absent, Jennifer Brown: Yea, Jeff Hill: Yea, Tara Kribs: Yea, Scott Moore: Yea, Sherry Steffen: Yea, Shana Wojtowicz: Yea
Yea: 6, Nay: 0, Absent: 1

V.F. 28-26 APPROVAL OF ELK RAPIDS SCHOOLS CUSTODIAL RFP

RESOLVED: That the Elk Rapids Schools Custodial Bid be awarded to Professional Building Solutions, as presented.

To approve the resolution as presented. This motion, made by Scott Moore and seconded by Tara Kribs, Carried.

Steven Merchant: Absent, Jennifer Brown: Yea, Jeff Hill: Yea, Tara Kribs: Yea, Scott Moore: Yea, Sherry Steffen: Yea, Shana Wojtowicz: Yea
Yea: 6, Nay: 0, Absent: 1

V.G. 29-26 APPROVAL OF ELK RAPIDS SCHOOLS PRINTER/COPIER FIVE (5) YEAR CONTRACT AGREEMENT

RESOLVED: That the five (5) year printer/copier contract provided by Applied Innovation through the state-approved Michigan Inter-governmental Trade Network (MITN) be approved as presented.

To approve the resolution as presented. This motion, made by Scott Moore and seconded by Tara Kribs, Carried.

Steven Merchant: Absent, Jennifer Brown: Yea, Jeff Hill: Yea, Tara Kribs: Yea, Scott Moore: Yea, Sherry Steffen: Yea, Shana Wojtowicz: Yea
Yea: 6, Nay: 0, Absent: 1

V.H. 30-26 APPROVAL OF ELK RAPIDS HIGH SCHOOL ROOF EMERGENCY REPLACEMENT PROJECT

RESOLVED: That the Elk Rapids High School emergency roof replacement quote from Arrow Roofing and Sheet Metal LLC, as presented.

To approve the resolution as presented. This motion, made by Scott Moore and seconded by Tara Kribs, Carried.

Steven Merchant: Absent, Jennifer Brown: Yea, Jeff Hill: Yea, Tara Kribs: Yea, Scott Moore: Yea, Sherry Steffen: Yea, Shana Wojtowicz: Yea
Yea: 6, Nay: 0, Absent: 1

V.I. 31-26 APPROVAL OF SUBSTITUTE PAY RATES

RESOLVED: That the 2026-2027 Substitute Pay Rates be approved as presented.

To approve the resolution as presented. This motion, made by Scott Moore and seconded by Tara Kribs, Carried.

Steven Merchant: Absent, Jennifer Brown: Yea, Jeff Hill: Yea, Tara Kribs: Yea, Scott Moore:

Yea, Sherry Steffen: Yea, Shana Wojtowicz: Yea
Yea: 6, Nay: 0, Absent: 1

V.J. 32-26 APPROVAL OF THE GRAND TRAVERSE BAND OF OTTAWA AND CHIPPEWA INDIANS 2% GRANT

RESOLVED: That the Grand Traverse Band of Ottawa and Chippewa Indians 2% Grant be approved as presented.

To approve the resolution as presented. This motion, made by Scott Moore and seconded by Tara Kribs, Carried.

Steven Merchant: Absent, Jennifer Brown: Yea, Jeff Hill: Yea, Tara Kribs: Yea, Scott Moore: Yea, Sherry Steffen: Yea, Shana Wojtowicz: Yea

Yea: 6, Nay: 0, Absent: 1

V.K. 33-26 APPROVAL OF 2026-27 STUDENT/PARENT HANDBOOKS

RESOLVED: That the 2026-27 Student/Parent Handbooks be approved, as presented, for the following schools:

- Elk Rapids High School
- Cherryland Middle School
- Lakeland Elementary

To approve the resolution as presented. This motion, made by Scott Moore and seconded by Tara Kribs, Carried.

Steven Merchant: Absent, Jennifer Brown: Yea, Jeff Hill: Yea, Tara Kribs: Yea, Scott Moore: Yea, Sherry Steffen: Yea, Shana Wojtowicz: Yea

Yea: 6, Nay: 0, Absent: 1

VI. COMMUNICATIONS FROM THE PUBLIC

Time limitations: Same as above. Any citizen attending the meeting in person who wishes to address the Elk Rapids School Board on a matter not listed on this agenda may speak at this time. Persons addressing the school board are asked to register their name, address, and, if applicable, their affiliation. The Board President should recognize that the attendees wishing to speak on matters listed on the agenda will be permitted, under the same limitations, to speak when the matter is brought before the board.

None.

VII. DISCUSSION ITEMS

- Parent Perception Survey Results
- Superintendent McKenna plans to review results with the principals next week. Mr. McKenna stated he finds value in these surveys and uses them as a point of reflection.

VIII. CORRESPONDENCE TO AND FROM THE BOARD OF EDUCATION

None.

IX. SUPERINTENDENT REPORT

- Bond Capital Projects Update

- Opening Week - Back to School Update
- Media Specialist
- Bond Capital Projects Update - Superintendent McKenna stated that the districts will be ready by the first day of school. The only item that may need a bit more time would be the parking lot at Lakeland. Elk Rapids High School had carpet installed in classrooms, workspaces, and remaining offices. New staff will be invited to a luncheon and district tour on August 25th. All staff return on August 26th.
- Opening Week - Back to School Update - Admin will be back next week. The district's main focus is filling the few remaining open positions prior to the beginning of the year.
- Media Specialist - Superintendent McKenna stated that everyone has been pleased with Chloe and her work, so far. She is working on featuring new staff, the new custodial company, and planning a district-wide newsletter every 8 weeks.

X. MONTHLY BOARD OF EDUCATION FINANCIAL REPORT

- Produced by Chelsea McGuire

Presented by Beverly Mobley

XI. BOARD OF EDUCATION CELEBRATING SUCCESSES

Steffen - Recognized all the parents and volunteers for all of their support for our students.

XII. SCHEDULED ACTIVITIES/FUTURE MEETINGS

- August 26, 2026 - Staff Opening Day
- August 26, 2026 - CMS Welcome/Info Night (6th Grade)
- August 27, 2026 - CMS Open House (7th & 8th Grade)
- August 27, 2026 - Elementary/High School Open House
- September 1, 2026 - First 1/2 Day of School
- September 14, 2026 - Regular Board Meeting, 5:30 pm

XIII. ADJOURNMENT

To adjourn at 9:13 a.m. This motion, made by Scott Moore and seconded by Tara Kribs, Carried.

Steven Merchant: Absent, Jennifer Brown: Yea, Jeff Hill: Yea, Tara Kribs: Yea, Scott Moore:

Yea, Sherry Steffen: Yea, Shana Wojtowicz: Yea

Yea: 6, Nay: 0, Absent: 1