

September 14, 2026 - Regular Board
Meeting
Monday, September 14, 2026 5:30 PM 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: Present
Scott Moore: Absent
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 Sherry Steffen and seconded by Tara Kribs, Carried.

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

III. SPECIAL PRESENTATION

- Three Lakes Association
 - Elk Rapids High School Juniors, Elsie Thomas and Brookelyn Jennings

IV. SPECIAL PRESENTATION - BACK TO SCHOOL UPDATES

- Katie Veith - Lakeland Elementary
- Josh Haggerty - Cherryland Middle School
- Jack Young - Elk Rapids High School
- Jack Young - ERHS - Principal Young reported that new windows and carpet were installed over the summer. The blinds will be installed in October. The staff is

participating in Walking Foci to observe teachers as a lesson is taught. Elaine McDaniel and Julie Horrichs are the high school's new staff.

- Josh Haggerty - CMS - Principal Haggerty reported that it was a fantastic start to the school year. The construction is nearly complete; students were given their playground back, and he heard great feedback about holding the 6th grade open house separately from 7th and 8th grade. The new elective course, Family and Consumer Science (FACS), has been well-received. New staff at CMS includes Amanda Minaker, Becca Heldreth, and Jesse Lawrence.
- Katie Veith - LL - Principal Veith reported of a great start to the school year. The building has a new storage shed, a new boiler, new landscaping, and a brand-new parking lot! Jason Hall installed beautiful new storage spaces for the paraprofessionals. New staff at Lakeland includes Chelsea Bassett, Abner Bardeguez, Mason Felker, Ryan Lewis, and Chasidity Ray.

V. 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.

VI. 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

- August 10, 2026 - Regular Meeting Minutes
- August 25, 2026 - Special Meeting Minutes

APPROVAL OF BILLS

- General Fund - \$516,334.85
- Bond - \$346,311.79
- Capital - \$24,312.50

PERSONNEL

42-26 APPROVAL OF ANDREA REFFITT AS LEAD PRESCHOOL TEACHER

RESOLVED: That Andrea Reffitt be approved as Lead Preschool Teacher at Lakeland Elementary. Mrs. Reffitt will be placed at Step 2 of the ERSSA Master Agreement.

43-26 APPROVAL OF KYLIE ROBINSON AS ASSISTANT PRESCHOOL TEACHER

RESOLVED: That Kylie Robinson be approved as Assistant Preschool Teacher at Lakeland

Elementary. Ms. Robinson will be placed at Step 1 of the ERSSA Master Agreement.

44-26 APPROVAL OF STEPHANIE EWING AS ASSISTANT PRESCHOOL TEACHER

RESOLVED: That Stephanie Ewing be approved as Assistant Preschool Teacher at Mill Creek Academy. Mrs. Ewing will be placed at Step 6 of the ERSSA Master Agreement.

45-26 APPROVAL OF ANNETTE RADOSA AS A PARAPROFESSIONAL

RESOLVED: That Annette Radosa be approved as a Title I paraprofessional at Mill Creek Academy. Mrs. Radosa will be placed at Step 5 of the ERSSA Master Agreement.

46-26 APPROVAL OF DEB YOUNG AS A PARAPROFESSIONAL

RESOLVED: That Deb Young be approved as a paraprofessional at Mill Creek Academy. Mrs. Young will be placed at Step 5 of the ERSSA Master Agreement.

47-26 APPROVAL OF JULIE HORRIGHS AS A PARAPROFESSIONAL

RESOLVED: That Julie Horrigths be approved as a paraprofessional at Elk Rapids High School. Ms. Horrigths will be placed at Step 5 of the ERSSA Master Agreement.

48-26 APPROVAL OF RESIGNATION OF MARGARET LEARNER AS A PARAPROFESSIONAL

RESOLVED: That the resignation of Margaret Learner, as a paraprofessional at Lakeland Elementary, be approved as of September 10, 2026.

49-26 APPROVAL OF PAUL WONACOTT AS A PARAPROFESSIONAL

RESOLVED: That Paul Wonacott be approved as a paraprofessional at Cherryland Middle School. Mr. Wonacott will be assigned to 2 days/week for 2 hours/day and placed at Step 5 of the ERSSA Master Agreement.

50-26 APPROVAL OF RESIGNATION OF SUSAN BERGMANS AS A PARAPROFESSIONAL

RESOLVED: That the resignation of Susan Bermans as a paraprofessional at Cherryland Middle School be approved as of September 11, 2026.

DONATIONS

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

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

Yea: 6, Nay: 0, Absent: 1

VII. ACTION ITEMS

VII.A. 51-26 APPROVAL OF PAY INCREASE FOR LAURA JACKSON

RESOLVED: That the pay increase for Laura Jackson to \$36.05 be approved for the 26-27 school year.

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

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

VII.B. 52-26 APPROVAL OF MYIG OVERNIGHT TRIP

RESOLVED: That the Cherryland Middle School overnight MYIG trip to Lansing, MI be approved for November 15 - 17, 2026.

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

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

VII.C. 53-26 APPROVAL OF VOTING DELEGATE AND ALTERNATE FOR MASB 2026 DELEGATE ASSEMBLY

RESOLVED: That the following Board delegate and alternate be approved for the Michigan Association of School Boards on Thursday, October 15, 2026, at 7:00 p.m.:

Delegate:

Alternate:

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

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

VII.D. 54-26 APPROVAL OF TRANSPORTATION BOILER BID

RESOLVED: That the Transportation Garage Boiler Replacement bid be approved as presented.

To approve the resolution as presented with the Delegate: Sherry Steffen, Alternate: Shana Wojtowicz. This motion, made by Sherry Steffen and seconded by Tara Kribs, Carried.

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

VII.E. 55-26 APPROVAL OF CONTINUITY OF ORGANIZATIONAL OPERATIONS PLAN/EMERGENCY OPERATIONS PLAN

RESOLVED: That the Continuity of Organizational Operations Plan/Emergency Operations Plan, as required by Policy 8300, be approved as presented.

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

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

VII.F. 56-26 APPROVAL OF CURRICULUM DEVELOPMENT AS REQUIRED BY BOARD POLICY 2210 & 2231

RESOLVED: That the curriculum development be approved as required by Board Policy 2210 & 2231, as presented.

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

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

Yea: 6, Nay: 0, Absent: 1

VIII. 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.

IX. DISCUSSION ITEMS

- CMS Community Open House
 - October 12, 2026 - 6:30 p.m.
- Superintendent McKenna Goal Creation

X. CORRESPONDENCE TO AND FROM THE BOARD OF EDUCATION

None.

XI. SUPERINTENDENT REPORT

- Back to School Updates

XII. MONTHLY BOARD OF EDUCATION FINANCIAL REPORT

- Produced by Chelsea McGuire

XIII. BOARD COMMITTEE REPORTS

- Facilities/Finance Committee

XIV. BOARD OF EDUCATION CELEBRATING SUCCESSES

- Brown - Celebrated the year being off to a great start.
- Wojtowicz - Acknowledged that two families moved to our district for the great schools after not being able to enroll in a school-of-choice situation for years.

XV. SCHEDULED ACTIVITIES/FUTURE MEETINGS

- September 30, 2026 - Early Release Day, 90 minutes
- October 12, 2026 - No School, District PD
- October 12, 2026 - Regular Board Meeting

XVI. ADJOURNMENT

To adjourn at 7:03 p.m. This motion, made by Tara Kribs and seconded by Shana Wojtowicz, Carried.

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

Yea: 6, Nay: 0, Absent: 1