

January 13, 2025 - Regular Board Meeting
Monday, January 13, 2025 5:30 PM Eastern

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

Darryl Antcliff: Present
Jennifer Brown: Present
Jeff Hill: Present
Tara Kribs: 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:

Trustee Jennifer Brown	Trustee Scott Moore
Trustee Tara Kribs	Trustee Shana Wojtowicz
Trustee Sherry Steffen	Trustee Jeff Hill
Trustee Darryl Antcliff	

Central Staff:

Superintendent Bryan McKenna
Executive Assistant Kortni Huron
Director of Finance Laurie McCann

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 Sherry Steffen, Carried.

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

III. SPECIAL PRESENTATION - DISTRICT AUDIT

- 2023-24 Elk Rapids Schools District Audit
 - UHY, LLP - Zachary Fredrickson

IV. SPECIAL PRESENTATION - FALL ATHLETIC CELEBRATIONS

- Brett Graham
- Presented Regional Coach of the Year - Nate Plum
 - Also in attendance for ERHS Varsity soccer: Coach Ryan McChesney and Coach Eric Cole. Student Athletes: Jackson Garrow, Jake Garrow and Jonah DenHerder.
- Recognized Outstanding Athletes: Laci Springborn, Anna Pray, Hunter Shellenbarger, Qwynn Darnell

V. SPECIAL PRESENTATION - LAKELAND STAFF/STUDENT SPOTLIGHT

- Angie Nichols

Presented by: Mrs. Nichols, Emily White, and students, Hudson Merchant, and Isla Padgett.

VI. SPECIAL PRESENTATIONS - PRINCIPAL REPORTS

- Jack Young - ERHS/SA Principal
- Josh Haggerty - CMS Principal

VII. SPECIAL PRESENTATION - SCHOOL BOARD RECOGNITION MONTH

- Presented by Superintendent McKenna

VIII. COMMUNICATIONS FROM THE PUBLIC (AGENDA ITEMS ONLY)

Time limitations: Fifteen minutes per item, three minutes per speaker per item.
None.

IX. CONSENT AGENDA APPROVAL OF MINUTES

- December 2, 2024 - Regular Meeting Minutes

APPROVAL OF BILLS

- General Fund - \$532,236.88
- 2023 Construction Bond - \$413,979.84

PERSONNEL

63-25 APPROVAL OF MISAENG SUH AS A PARAPROFESSIONAL

RESOLVED: That Misaeng Suh be approved as a paraprofessional at Lakeland Elementary GSRP. Mrs. Suh will be assigned to lunch coverage Monday-Friday 11:30-1:30 and at Step 1 of the scale.

64-25 APPROVAL OF KATIE PLACEK AS A COACH

RESOLVED: That Katie Placek be approved as Girl's Varsity Volleyball Coach.

DONATIONS

- Peterman Family Donation - \$30,000
 - Peterman Auditorium Updates - \$20,000
 - Band Program - \$5,000
 - Choir Program - \$5,000
- Karen Pauli - \$1,000
 - Lakeland Cares Account

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

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

X. ACTION ITEMS

X.A. 65-25 APPROVAL OF BOARD POLICY UPDATES - SECOND READING

RESOLVED: That the following policy updates be approved as presented.

- Policy Updates -
 - Vol. 39, No. 1 - EDGAR/UGG
 - 1130 - Conflict of Interest
 - 3110 - Conflict of Interest
 - 4110 - Conflict of Interest
 - 6110 - Grant Funds
 - 6111 - Internal Controls
 - 6112 - Cash Management of Grants
 - 6114 - Cost Principles - Spending Federal Funds
 - 6325 - Procurement - Federal Grants/Funds
 - 6550 - Travel Payment & Reimbursement
 - 7310 - Disposition of Surplus Property
 - 7450 - Property Inventory
 - Vol. 39, No 1 - September 2024 Update
 - 3120.08 - Employment of Personnel for Co-Curricular/Extra-Curricular Activities
 - 5330.02 - Opioid Antagonists
 - 5340 - Student Accidents
 - 5500 - Student Conduct
 - 7440.03 - Small Unmanned Aircraft Systems
 - 7540.09 - Artificial Intelligence ("AI")
 - 8321 - Criminal Justice Information Security (Non-Criminal Justice Agency)

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

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

X.B. 66-25 APPROVAL OF THE 2023-24 ELK RAPIDS SCHOOLS DISTRICT AUDIT

RESOLVED: That the 2023-24 Elk Rapids Schools District Audit, presented by UHY, LLP, be approved.

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

Tara Kribs: Absent, Darryl Antcliff: Yea, Jennifer Brown: Yea, Jeff Hill: Yea, Scott Moore:

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

X.C. 67-25 APPROVAL OF AUTHORIZATION RESOLUTION PROVIDED BY THRUN LAW FIRM FOR THE OPERATING MILLAGE PROPOSAL ON THE MAY 6, 2025 SPECIAL ELECTION BALLOT

RESOLVED: That the Authorization Resolution be approved as presented.

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

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

Yea: 6, Nay: 0, Absent: 1

X.D. 68-25 APPROVAL OF OVERNIGHT TRIP

RESOLVED: That the overnight trip to Mount Pleasant, MI for ERHS Band at Central Michigan University Jazz Weekend Festival on February 6-7, 2025 be approved as presented.

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

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

Yea: 6, Nay: 0, Absent: 1

X.E. 69-25 APPROVAL OF ADMINISTRATIVE CONTRACTS

RESOLVED: That the contracts for the administrative staff below, be approved as presented.

- Kimberly Kramer
- Nathan Plum

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

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

Yea: 6, Nay: 0, Absent: 1

XI. COMMUNICATIONS FROM THE PUBLIC

Time limitations: Same as above.

None.

XII. DISCUSSION ITEMS

- Superintendent Goals

Goal 1:

Increase academic and SE growth within all student populations.

Activity:

Implement an aligned K-12 SEL program throughout the district.

Action Plan:

Work with ERHS staff and administrators to review, pilot, and adopt a social-emotional

resource.

Success Indicators:

- Recommendation of curriculum to the BOE by June 2025
- Budgetary allocation of new curriculum and required professional development
- Monitor student cohort growth as indicated on the Social Skills Improvement Survey (SSIS) within ERHS

Activity:

Continue to research, evaluate, implement, and strategically update curricular resources and best instructional practices.

Action Plan:

Work with building-level principals and Curriculum Council members to implement a 3-year professional development plan focused on Formative Assessment (Grades 6-12) and Applied Education Neuroscience (Grades TK-5).

Follow the district Curriculum Review Calendar

Success Indicators:

- Implementation of content into professional development calendar
- Implementation of content into instructional practices throughout the district.
- Student Growth Indicator: Over 3 years: 6% Proficiency Increase
 - NWEA Assessment Data Grades: K-8 and PSAT/SAT Grade: Grades 9, 10, 11
- Create ongoing budgetary commitments

Goal 2:

Maintain a safe, inclusive, and responsive learning environment throughout the district

Activity:

Maintain a high level of safety and security for all stakeholders through proactive safety planning and targeted professional development.

Action Plan:

Conduct professional development with local, regional, and national stakeholders focused on school safety and empowering strategies for all stakeholders.

Implement K-12 Social Emotional curriculums throughout the district.

Continue to maximize grant opportunities which supports a safe learning environment.

Success Indicators:

- SSIS (6-12) and SEL-Web (TK-5) surveys indicate a 6% increase in students "feeling connected to staff and school" at the end of 3 years
- Staff survey data showing at least a 90% satisfaction rating when it comes to district action steps to improve a safe, inclusive, and responsive environment for all stakeholders

Goal 3:**Increase family and community involvement through effective communication and engagement opportunities**Activity:

Create opportunities for every parent to be engaged and involved. Increase engagement with community groups and organizations.

Action Plan:

Work with building-level principals to increase engagement and involvement opportunities for family and community which may include; focus groups, meetings, surveys, and community groups.

Success Indicators:

- Stakeholder surveys show a 6% increase in participation and engagement for each building within 3 years.
- Work with local agencies including but not limited to; the Chamber of Commerce, Rotary, Library Committee, and Housing Committee to increase connections throughout the community.

Goal 4:**Ensure facilities are well maintained, safe, and support the needs of the community**Activity:

Create, prioritize, and share a sequential facility needs plan for the district.

Action Plan:

Work with parents, staff, administrators, BOE facility/finance committee, facilities supervisor, and business director to create a 3-year facility plan.

Success Indicators:

- Capital projects list with appropriate budgetary allocations by July 2025 presented to finance/facilities committee
- Presentation of the facility improvement plan to the board by September 2025

Goal 5:**Retain and develop a high-quality staff**Activity:

Retain staff by advancing a culture of support, pride, and belonging for all ERS employees

Action Plan:

Create a "We ARE-ER!" Committee of administrators, staff leaders, and retired teachers/administrators to "coach and connect" new staff members to make connections and support a culture of success at Elk Rapids Schools.

Success Indicators:

- Committee creation, meeting schedule, and calendar created by August 2025.

- Staff retainment percentages show a positive employment trend for the district.

Activity:

Develop staff by creating a K-12 staff mentoring and coaching program.

Action Plan:

Work with administration, EREA, and regional and state organizations to increase mentoring and coaching capacities for new and current staff members.

Success Indicators:

- Committee creation, meeting schedule, and calendar created by August 2025.
- Staff survey data shows an increase in professional satisfaction.

XIII. CORRESPONDENCE TO AND FROM THE BOARD OF EDUCATION

None.

XIV. SUPERINTENDENT REPORT

- Construction Update
- Door Audit
- 1st Semester Highlights

- Construction Update - Lakeland and Mill Creek are 99% done with projects. ERHS is under their final punch-list of items. CMS has plenty that is done and plenty left to do. State inspections will be held on Friday, January 17th, 2025. Kudos go out to this staff for hanging on and remaining professional as the work is completed.
- Door Audit - Rich Hopkins has been working with vendors to research utilizing the Safety & Security grant to update all interior doors. The District's exterior doors are safe and secure.
- 1st Semester Highlights - Accolades go out to all of our staff and students for a successful first semester.

XV. BOARD OF EDUCATION CELEBRATING SUCCESSES

XVI. SCHEDULED ACTIVITIES/FUTURE MEETINGS

- January 14, 2025 - 1-Hour Delayed Start for Students
- January 17, 2025 - End of Semester, Half Day for Students
- January 20, 2025 - No School for Students, PD for Staff
- February 10, 2025 - Regular Board Meeting, 5:30pm

XVII. ADJOURNMENT

To adjourn at 6:54p.m. This motion, made by Scott Moore and seconded by Darryl Antcliff, Carried.

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

Yea: 6, Nay: 0, Absent: 1