

June 8, 2026 - Regular Board Meeting  
Monday, June 8, 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: Present  
Sherry Steffen: Absent  
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  
Interim Director of Finance Beverly Mobley  
Executive Assistant Kortni Huron

### **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.

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

- May 11, 2026 - Regular Meeting Minutes

**APPROVAL OF BILLS**

- General Fund - \$906,549.66
- Bond - \$48,492.89

**PERSONNEL**

**142-26 APPROVAL OF RESIGNATION OF CARISSA DAVIS AS A TEACHER**

**RESOLVED:** That the resignation of Carissa Davis as a Special Education Teacher at Lakeland Elementary be approved at the end of the current EREA contract.

**143-26 APPROVAL OF RESIGNATION OF KAREN MILLER, FOR THE PURPOSE OF RETIREMENT, AS ASSISTANT BUSINESS MANAGER**

**RESOLVED:** That the resignation of Karen Miller, for the purpose of retirement, as Assistant Business Manager, be approved as of September 30, 2026.

**144-26 APPROVAL OF RESIGNATION OF MARK SCHAUB AS A COACH**

**RESOLVED:** That the resignation of Mark Schaub as JV Football Coach be approved as of May 27, 2026.

**145-26 APPROVAL OF RESIGNATION OF KIMBERLY KRAMER AS STUDENT SERVICES ADMINISTRATOR**

**RESOLVED:** That the resignation of Kimberly Kramer, as Student Services Administrator, be approved as of July 31, 2026.

**146-26 APPROVAL OF REBECCA HELDRETH AS A TEACHER**

**RESOLVED:** That Rebecca Heldreth be approved as a Math Teacher at Cherryland Middle School. Mrs. Heldreth will be placed at Step 12 of the Master Agreement.

**147-26 APPROVAL OF RESIGNATION OF BRET GUTKNECHT AS A TEACHER**

**RESOLVED:** That the resignation of Bret Gutknecht as a teacher at Lakeland Elementary be approved as of June 5, 2026.

**148-26 APPROVAL OF RESIGNATION OF LIS KRAUSE AS A PARAPROFESSIONAL**

**RESOLVED:** That the resignation of Lis Krause as a paraprofessional at Cherryland Middle School be approved as of May 28, 2026.

**DONATIONS**

None.

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

Sherry Steffen: Absent, Jennifer Brown: Yea, Jeff Hill: Yea, Tara Kribs: Yea, Steven Merchant:

Yea, Scott Moore: Yea, Shana Wojtowicz: Yea  
Yea: 6, Nay: 0, Absent: 1

## **V. ACTION ITEMS**

### **V.A. 149-26 APPROVAL OF 2026-27 MHSAA MEMBERSHIP RESOLUTION**

**RESOLVED:** That the 2026-27 MHSAA Membership Resolution be approved as presented. To approve the resolution as presented. This motion, made by Scott Moore and seconded by Tara Kribs, Carried.

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

### **V.B. 150-26 APPROVAL OF THE 2026 TAX RATE REQUESTS**

**RESOLVED:** That the 2026 Tax Rate Requests be approved as presented by Beverly Mobley. To approve the resolution as presented. This motion, made by Scott Moore and seconded by Tara Kribs, Carried.

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

### **V.C. 151-26 APPROVAL OF TENNIS COURT BIDS**

**RESOLVED:** That the Tennis Court bids be approved as presented.

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

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

### **V.D. 152-26 APPROVAL OF ERHS SERVING COUNTER BID**

**RESOLVED:** That the Elk Rapids High School Serving Counter Bid be approved as presented.

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

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

### **V.E. 153-26 APPROVAL OF PROBATIONARY AND NON-PROBATIONARY TEACHERS REQUIRED BY POLICIES 3142 & 3370**

**RESOLVED:** That the probationary and non-probationary teachers be approved as presented. To approve the resolution as presented. This motion, made by Scott Moore and seconded by Tara Kribs, Carried.

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

### **V.F. 154-26 APPROVAL OF POLICY - SECOND READING**

**RESOLVED:** That the following board policies be approved as presented.

- Board Policy Update - Second Reading
  - 0100 - Definitions
  - 1410 - Staff Ethics
  - 2370.01 - Online/Blended Learning Program
  - 2417 - Comprehensive School Health Education
  - 2418 - Sex Education
  - 3120.09 - Volunteers
  - 4120.09 - Volunteers
  - 4210 - Staff Ethics
  - 5136 - Wireless Communications Devices (WCDs)
  - 5336 - Care of Students with Diabetes
  - 6320 - Purchasing
  - 6325 - Procurement - Federal Grants/Funds
  - 7540.09 - Artificial Intelligence (AI)
  - 8120.09 - Volunteers
  - 8402 - Emergency Operations Plan
  - 8655 - Specialized Transportation for Students with IEPs

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

Sherry Steffen: Absent, Jennifer Brown: Yea, Jeff Hill: Yea, Tara Kribs: Yea, Steven Merchant: Yea, Scott Moore: 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. CORRESPONDENCE TO AND FROM THE BOARD OF EDUCATION**

None.

#### **VIII. SUPERINTENDENT REPORT**

- Forgiven Days Update
- Summer Capital Projects/Bond Work Update
- End-of-Year Updates
  
- Forgiven Days Update - The state forgave additional days this year, so Cherryland Middle School will not fall short, after all.
- Summer Capital Projects/Bond Work Update - ERHS will have carpet installed in some of the classrooms that weren't previously done. Lakeland will receive new windows and furniture. The boilers at both of these buildings will also be completed before the start of

the 26-27 school year. New tennis courts were approved, and parking lots and landscaping will also be completed this summer.

- End-of-Year Updates - The School Resource Officer grant was renewed and approved. Superintendent McKenna, principals, counselors, and administrative assistants will complete the PREPaRE training on Thursday, June 11th. The last day of school went well, and the district held great graduation ceremonies for 5th, 8th, and the senior class.

#### **IX. MONTHLY BOARD OF EDUCATION FINANCIAL REPORT**

- Produced by Beverly Mobley

#### **X. BOARD COMMITTEE REPORTS**

- Safety Committee
- Facilities/Finance Committee
- Safety Committee - Sherry was not in attendance, so Superintendent McKenna updated the board on this. He reported that this committee meets twice per year. This committee discussed the upcoming PREPaRE training.
- Facilities/Finance Committee - President Brown updated the board on the committee's discussions around the tennis courts, summer capital projects, and the potential to enter into an agreement with Chloe Marie, as a marketing partner.

#### **XI. BOARD OF EDUCATION CELEBRATING SUCCESSES**

Brown - Celebrated the Stock Market class for their recent win! She also wanted to recognize Jesse Lawrence for her recent Regional Outstanding Educator Award.

Kribs - Celebrated Blake Springstead for winning States for golf, the track team for their wins, and the Penny War at Lakeland.

Moore - Celebrated the high school commencement ceremony and how well that was received by the staff and the community.

#### **XII. SCHEDULED ACTIVITIES/FUTURE MEETINGS**

- June 22, 2026 - Budget Hearing, 5:00 pm
- June 22, 2026 - Board Workshop Meeting, 5:30 pm
- July 13, 2026 - Regular Board Meeting, 8:15 am

#### **XIII. ADJOURNMENT**

To adjourn at 5:56 p.m. This motion, made by Scott Moore and seconded by Tara Kribs, Carried.  
Sherry Steffen: Absent, Jennifer Brown: Yea, Jeff Hill: Yea, Tara Kribs: Yea, Steven Merchant: Yea, Scott Moore: Yea, Shana Wojtowicz: Yea  
Yea: 6, Nay: 0, Absent: 1