

March 9, 2026 - Regular Board Meeting
Monday, March 9, 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: Absent
Steven Merchant: Present
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 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 Shana Wojtowicz, Carried.

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

III. SPECIAL PRESENTATION

- Advocacy Certification
 - Sherry Steffen
 - Tara Kribs

Jennifer Brown congratulated Sherry and Tara on the MASB awards that they were both presented.

IV. SPECIAL PRESENTATION - STAFF/STUDENT SPOTLIGHT

- Elk Rapids High School
 - Seven Brides for Seven Brothers Musical

Those Present:

Jack Young, Christy Britton, Rob Bachi, and a senior student, Easton Merchant.

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

- February 9, 2026 - Regular Board Meeting Minutes

APPROVAL OF BILLS

- General Fund - \$469,805.84
- Capital - \$87,130.00
- Bond - \$555,368.84

PERSONNEL

109-26 APPROVAL OF RESIGNATION OF SANDY JANSEN AS A COACH

RESOLVED: That the resignation of Sandy Jansen as Equestrian Coach at Elk Rapids High School be approved as of February 23, 2026.

110-26 APPROVAL OF JESSE STARR AS A DRIVER

RESOLVED: That Jesse Starr be approved as a bus driver. Mr. Starr will be assigned to 30 hours/week and will be placed at Step 1 of the Transportation Master Agreement.

111-26 APPROVAL OF MICHELLE WHITE AS A PARAPROFESSIONAL

RESOLVED: That Michelle White be approved as a paraprofessional at Mill Creek Academy. Mrs. White will be placed at the grandfathered rate of \$17.61 and will be assigned to 20 hours/week for the remainder of the 2025-26 school year.

112-26 APPROVAL OF SARA WATERMAN AS A SPECIAL EDUCATION PARAPROFESSIONAL

RESOLVED: That Sara Waterman be approved as a special education paraprofessional at Lakeland Elementary. Sara will be placed at Step 1 of the Master Agreement and will be assigned to 35 hours/week.

113-26 APPROVAL OF RESIGNATION OF KELLY CIBIK AS A TEACHER

RESOLVED: That the resignation of Kelly Cibik as a teacher at Cherryland Middle School be approved as of June 5, 2026.

114-26 APPROVAL OF ZACH PLATT AS A COACH

RESOLVED: That Zach Platt be approved as JV Baseball Coach at Elk Rapids High School. Mr. Platt will be placed at Step 1 of the Schedule B Master Agreement.

115-26 APPROVAL RESIGNATION OF LAURIE MCCANN AS DIRECTOR OF FINANCE

RESOLVED: That the resignation of Laurie McCann as Director of Finance for Elk Rapids Schools and Mill Creek Academy be approved as of June 30, 2026.

DONATIONS

None.

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

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

VII. ACTION ITEMS

VII.A. 116-26 APPROVAL OF CONTRACT RENEWAL FOR CHARTWELLS K12

RESOLVED: That the contract between Elk Rapids Schools and Chartwells K12, beginning on July 1, 2026, and ending on June 30, 2027, be approved.

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

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

VII.B. 117-26 APPROVAL OF ROOF REPLACEMENT

RESOLVED: That the Cherryland Middle School roof replacement quote, prepared by Arrow Roofing and Sheet Metal LLC, be approved as presented.

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

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

VII.C. 118-26 APPROVAL OF 27L EDUCATION STIPEND

RESOLVED: That the 27l Educator Stipend be approved for the following employment groups, as presented:

- Teachers
- Paraprofessionals
- Preschool Lead Teachers

- Administrative Assistants
- Transportation Employees
- Principals
- Cabinet Members
- Supervisors

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

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

VII.D. 119-26 APPROVAL OF 2025-26 GENERAL FUND REVISED BUDGET

RESOLVED: That the 2025-26 General Fund Revised Budget be approved as presented.

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

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

VII.E. 120-26 APPROVAL OF 2025-26 FOOD SERVICE REVISED BUDGET

RESOLVED: That the 2025-26 Food Service Revised Budget be approved as presented

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

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

- Strategic Plan: Communications/Community Engagement
 - Perception Survey
 - Public Relations
- Perception Survey - Superintendent McKenna stated that the district is in the planning stages of sending out a parent/community survey as it relates to their thoughts on the school climate. This would be through Wayne H., and the principals are currently vetting the source and reviewing/editing the survey. The district plans to bring it back to the board for approval in April and publish the survey in May.

- Public Relations - The district is seeking to increase community engagement with immediate needs at Mill Creek Academy and to tell their story. This public relations contract would increase the social media imprint, with the idea to also share a newsletter 3 times per year. Mill Creek Academy has already contracted with Chloe Marie LLC, and Superintendent McKenna may be recommending that Elk Rapids Schools do the same in the future.

X. CORRESPONDENCE TO AND FROM THE BOARD OF EDUCATION

- Email Communication from Martyn Waddell

XI. SUPERINTENDENT REPORT

- Bond Update
- 2026-2027 Calendar Update
- Bond Update - Superintendent McKenna stated that Cherryland Middle School will likely be occupying the new wing next week. Asbestos abatement will start over spring break, demolition of the last existing wing will happen after spring break, and finally, they will also finish the playground and parking lots, as well.
- 2026-2027 Calendar Update - The calendar committee and EREA have met, and most of the region is looking to start school before Labor Day this year. Elk Rapids Schools is looking to do the same. The formal calendar will be presented to the board for their consideration to approve in April.

XII. BOARD COMMITTEE REPORTS

- Athletics Council
- Curriculum Council
- Facilities/Finance Committee
- Sex Education/Wellness Committee
- Athletics Council - Moore stated that the winter sports were a great success overall, with a high number of students competing. The committee is looking to potentially move the softball field over near the baseball complex, and move the practice football field to where the softball field currently is. The committee is also looking to consider that all payments to get into games be via GoFan.
- Curriculum Council - Superintendent McKenna removed this report.
- Facilities/Finance Committee - Brown stated that there is some remaining bond monies, and the committee is investigating which items from the initial bond to put back on the table that were earlier removed due to the rising costs of the projects. There are needs throughout the district that could be covered by the Capital Projects Fund, including the need for boilers.
- Sex Education/Wellness Committee - Superintendent McKenna reported that changes are expected to come from the state with updated curriculum, but until that happens, the district is not changing anything to what is currently taught.

- **Class Size** - Superintendent McKenna and Hill stated that this committee held the meeting virtually, as there was only one staff member who was over the student ratio in the EREA teacher's contract, and that staff member will be paid accordingly.

XIII. STUDY SESSION

This portion of the agenda is utilized by the Board to introduce topics for future study, to discuss school-related matters, and to relate items of interest. No action is taken during this time. Occasionally, closed sessions are scheduled to discuss confidential personnel, negotiations, or property matters.

Closed Session

(e) To consult with its attorney regarding trial or settlement strategy in connection with specific pending litigation, but only if an open meeting would have a detrimental financial effect on the litigating or settlement position of the public body.

To adjourn to Closed Session at 6:23. This motion, made by Scott Moore and seconded by Shana Wojtowicz, Carried.

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

Yea: 6, Nay: 0, Absent: 1

Reconvened at 7:28. To approve the Closed Session Minutes. This motion, made by Scott Moore and seconded by Shana Wojtowicz, Carried.

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

Yea: 6, Nay: 0, Absent: 1

XIV. BOARD OF EDUCATION CELEBRATING SUCCESSES

None.

XV. SCHEDULED ACTIVITIES/FUTURE MEETINGS

- March 28 - April 5, 2026 - Spring Break
- April 13, 2026 - Regular Board Meeting

XVI. ADJOURNMENT

To adjourn at 7:29 p.m. This motion, made by Scott Moore and seconded by Shana Wojtowicz, Carried.

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

Yea: 6, Nay: 0, Absent: 1