

June 23, 2025 - Workshop Meeting  
Monday, June 23, 2025 5:15 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:

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

**III. SPECIAL PRESENTATION -**

- Lakeland Elementary - Angie Nichols
- Cherryland Middle Schools - Josh Haggerty
- Athletics Update - Brett Graham

All present.

**IV. CONSENT AGENDA**

**APPROVAL OF MINUTES**

- June 2, 2025 - Regular Meeting Minutes

**V. PERSONNEL**

**117-25 APPROVAL OF BO REINHARDT AS A COACH**

RESOLVED: That Bo Reinhardt be approved as JV Girls Basketball Coach.

**118-25 APPROVAL OF RESIGNATION OF SARA MILING AS A PARAPROFESSIONAL**

**RESOLVED:** That the resignation of Sara Miling as a paraprofessional at Mill Creek Academy, be approved as of June 6, 2025.

**119-25 APPROVAL OF RESIGNATION OF LEAH PEARSON AS A TEACHER**

**RESOLVED:** That the resignation of Leah Pearson as a Special Education Teacher at Mill Creek Academy and Cherryland Middle School be approved as of August 31, 2025.

**120-25 APPROVAL OF RESIGNATION OF JESSICA VANDERGRIFF AS A COACH**

**RESOLVED:** That the resignation of Jessica Vandergriff as JV Softball coach be approved as of June 11, 2025.

**121-25 APPROVAL OF RESIGNATION OF NICK DEL ROSE AS A COACH**

**RESOLVED:** That the resignation of Nick Del Rose as Tennis Coach be approved as of June 10, 2025.

**122-25 APPROVAL OF POSITION TRANSFER FOR RENEE BRADBERRY**

**RESOLVED:** That Renee Bradberry move into the vacant Lead Administrative Assistant position at Cherryland Middle School, as of June 16, 2025. Mrs. Bradberry will be placed at Step 1 of the Lead Administrative Assistant Scale.

**123-25 APPROVAL OF ASHLEY GEE AS ADMINISTRATIVE ASSISTANT**

**RESOLVED:** That Ashley Gee be approved as Administrative Assistant at Cherryland Middle School. Mrs. Gee will be placed at Step 1 of the wage scale. To approve the Consent Agenda 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

**VI. ACTION ITEMS**

**VI.A. 124-25 APPROVAL OF 2024-2025 GENERAL FUND REVISED BUDGET**

**RESOLVED:** That the 2024-2025 General Fund Revised Budget be approved as presented by the Director of Finance.

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

**VI.B. 125-25 APPROVAL OF 2024-2025 FOOD SERVICE REVISED BUDGET**

**RESOLVED:** That the 2024-2025 Food Service Revised Budget be approved as presented by the Director of Finance.

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

VI.C. **126-25 APPROVAL OF 2024-2025 CHILDCARE REVISED BUDGET**

**RESOLVED:** That the 2024-2025 Childcare Revised Budget be approved as presented by the Director of Finance.

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

VI.D. **127-25 APPROVAL OF 2024-2025 STUDENT ACTIVITIES FUND REVISED BUDGET**

**RESOLVED:** That the 2024-2025 Student Activities Fund Revised Budget be approved as presented by the Director of Finance.

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

VI.E. **128-25 APPROVAL OF 2024-2025 CAPITAL PROJECTS REVISED BUDGET**

**RESOLVED:** That the 2024-2025 Capital Projects Revised Budget be approved as presented by the Director of Finance.

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

VI.F. **129-25 APPROVAL OF 2024-2025 BOND REVISED BUDGET**

**RESOLVED:** That the 2024-2025 Bond Revised Budget be approved as presented by the Director of Finance.

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

VI.G. **130-25 APPROVAL OF 2025-2026 GENERAL FUND PROPOSED BUDGET**

**RESOLVED:** That the 2025-2026 General Fund Proposed Budget be approved as presented by the Director of Finance.

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

**VI.H. 131-25 APPROVAL OF 2025-2026 FOOD SERVICE FUND PROPOSED BUDGET**

**RESOLVED:** That the 2025-2026 Food Service Fund Proposed Budget be approved as presented by the Director of Finance.

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

**VI.I. 132-25 APPROVAL OF 2025-2026 CHILDCARE FUND PROPOSED BUDGET**

**RESOLVED:** That the 2025-2026 Childcare Fund Proposed Budget be approved as presented by the Director of Finance.

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

**VI.J. 133-25 APPROVAL OF 2025-2026 STUDENT ACTIVITIES FUND PROPOSED BUDGET**

**RESOLVED:** That the 2025-2026 Student Activities Fund Proposed Budget be approved as presented by the Director of Finance.

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

**VI.K. 134-25 APPROVAL OF 2025-2026 CAPITAL PROJECTS PROPOSED BUDGET**

**RESOLVED:** That the 2025-2026 Capital Projects Proposed Budget be approved as presented by the Director of Finance.

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

**VI.L. 135-25 APPROVAL OF 2025-2026 BOND PROPOSED BUDGET**

**RESOLVED:** That the 2025-2026 Bond Proposed Budget be approved as presented by the Director of Finance.

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

VI.M. **136-25** APPROVAL OF LORRAINE BERAK AS MILL CREEK  
ACADEMY BOARD TRUSTEE

**RESOLVED:** That Lorraine Berak be approved as Mill Creek Academy Board Trustee for three years.

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

VI.N. **137-25** APPROVAL OF NEW PAY RATES

**RESOLVED:** That the following new pay rates be approved for the following groups:

- Paraprofessionals
- Administrative Assistants
- Lead Administrative Assistants
- Bus Mechanic

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

VI.O. **138-25** APPROVAL OF ELK RAPIDS HIGH SCHOOL CARPET BID

**RESOLVED:** That Ritsema Associates be awarded the Elk Rapids High School carpet bid, as presented by the Director of Finance.

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

VII. COMMUNICATIONS FROM THE PUBLIC ON ANY TOPIC

Time limitations: Fifteen minutes per item, three minutes per speaker per item.

None.

VIII. DISCUSSION ITEMS

- Building/Grounds Maintenance Position

Building/Grounds Maintenance Position - Superintendent McKenna reported that, based on updated square footage in the district due to construction, this position is necessary to support day-to-day operations. With the board's permission, the administration will be posting this position next week after the finance committee meeting.

IX. 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*

*(a) To consider a periodic personnel evaluation of a public officer, employee, staff member, or individual agent, if the named person requests a closed hearing.* To adjourn to Closed Session at 5:56 p.m. Reconvened to Open Session at 7:33 p.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

To approve the Closed Session Minutes. 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. **139-25 APPROVAL OF**

**ANNUAL SUPERINTENDENT EVALUATION RATING**

**RESOLVED:** That the annual superintendent evaluation rating \_\_\_\_\_, be approved.

To approve the resolution as presented with an evaluation rating of Effective.

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. **SCHEDULED ACTIVITIES/FUTURE MEETINGS**

- July 7, 2025 - Regular Board Meeting, 8:15 am

XII. **ADJOURNMENT**

To adjourn at 7:37 p.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

June 2, 2025 - Regular Board Meeting  
Monday, June 2, 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: Present  
Scott Moore: Present  
Sherry Steffen: Absent  
Shana Wojtowicz: Absent  
Present: 5, Absent: 2.  
Kribs present at 5:33 p.m.

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

#### **Board of Education:**

|                           |                         |
|---------------------------|-------------------------|
| President Jennifer Brown  | Trustee Scott Moore     |
| Vice-President Tara Kribs | Trustee Shana Wojtowicz |
| Secretary Sherry Steffen  | Trustee Jeff Hill       |
| Treasurer 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 Darryl Antcliff, Carried.

Sherry Steffen: Absent, Shana Wojtowicz: Absent, Darryl Antcliff: Yea, Jennifer Brown: Yea, Jeff Hill: Yea, Tara Kribs: Yea, Scott Moore: Yea  
Yea: 5, Nay: 0, Absent: 2

### **III. COMMUNICATIONS FROM THE PUBLIC (AGENDA ITEMS ONLY)**

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

### **IV. CONSENT AGENDA** **APPROVAL OF MINUTES**

- May 5, 2025 - Regular Meeting Minutes
- May 22, 2025 - Special Meeting Minutes

### **APPROVAL OF BILLS**

- General Fund - \$635,021.20

- 2023 Construction - \$157,772.43

### **PERSONNEL**

#### **112-25 APPROVAL OF RESIGNATION OF LENNI MCMAHAN AS LEAD PRESCHOOL TEACHER AT LAKELAND ELEMENTARY**

**RESOLVED:** That the resignation of Lenni McMahan as a Lead Preschool Teacher at Lakeland Elementary be approved as of June 6, 2025.

#### **113-25 APPROVAL OF RESIGNATION OF MEGAN GREGORSKI AS A COACH**

**RESOLVED:** That the resignation of Megan Gregorski as Girls JV Basketball coach, be approved as of May 12, 2025.

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

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

Yea: 5, Nay: 0, Absent: 2

### **V. ACTION ITEMS**

#### **V.A. 114-25 APPROVAL OF CMS MATH CURRICULUM**

**RESOLVED:** That the Math Curriculum for Cherryland Middle School be approved, as presented.

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

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

Yea: 5, Nay: 0, Absent: 2

#### **V.B. 115-25 APPROVAL OF 2025-26 MHSAA MEMBERSHIP RESOLUTION**

**RESOLVED:** That the 2025-26 MSHAA Membership Resolution be approved as presented.

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

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

Yea: 5, Nay: 0, Absent: 2

#### **V.C. 116-25 APPROVAL OF THE 2025 TAX RATE REQUESTS**

**RESOLVED:** That the 2025 Tax Rate Requests, be approved as presented by the Director of Finance.

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

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

Yea: 5, Nay: 0, Absent: 2

### **VI. COMMUNICATIONS FROM THE PUBLIC**

Time limitations: Same as above.

Elaine Miller

## **VII. DISCUSSION ITEMS**

- ERHS Course Additions

[Handout](#) from Jack Young

## **VIII. CORRESPONDENCE TO AND FROM THE BOARD OF EDUCATION**

None.

## **IX. SUPERINTENDENT REPORT**

- Construction/Capital Project Update
- ECSE Regional Initiative
- Construction/Capital Project Update - Superintendent McKenna continues to tour construction sites, and the goal for the CMS art wing is looking like Spring Break 2026. Currently the block work has been started. CMS has been using the ERHS Auxillary gym for instruction. There will be painting and renovations at ERHS to include new carpet, ceiling tiles, and lockers over the summer.
- ECSE Regional Initiative - Superintendent McKenna and Director of Finance McCann met at Rapid City Elementary last week with local districts to discuss final planning for the program to be hosted at that facility. The regional Directors of Finance are working collaboratively on the contract/agreement. This location was selected as a central location to the districts on this side of Traverse City. The final contract/agreement is expected to come to the board for approval in August.

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

Brown - Wanted to celebrate the great job on graduation in the new competition gym.

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

- June 6, 2025 - Last 1/2 Day of School
- June 17, 2025 - Summer School Starts
- June 23, 2025 - Budget Hearing 5:00 pm
- June 23, 2025 - Board Workshop 5:15 pm

## **XII. ADJOURNMENT**

To adjourn at 6:06 p.m. This motion, made by Scott Moore and seconded by Darryl Antcliff, Carried.

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

Yea: 5, Nay: 0, Absent: 2

**Elk Rapids Schools**  
**2024-25 Budgets**  
**6/23/2025**

|                                      | 2024-25<br>Original<br>Approved | 2024-25<br>Revised<br>Budget | 2024-25<br>Final<br>Budget |
|--------------------------------------|---------------------------------|------------------------------|----------------------------|
| <b>Revenues</b>                      |                                 |                              |                            |
| Local                                | \$11,096,125                    | \$12,036,009                 | \$ 12,384,756              |
| State                                | \$4,334,027                     | \$2,246,861                  | \$ 4,617,974               |
| Federal                              | \$646,074                       | \$173,985                    | \$ 238,119                 |
| One Time D/R State Restricted        |                                 | \$250,000                    | \$ 250,000                 |
| Transfers from ISD / Other           | \$252,186                       | \$110,836                    | \$ 304,775                 |
| <b>Total Revenue</b>                 | <b>\$16,328,412</b>             | <b>\$14,817,691</b>          | <b>\$ 17,795,624</b>       |
| <b>Expenditures</b>                  |                                 |                              |                            |
| Instructional - Basic Programs       | \$7,894,268                     | \$6,579,356                  | \$ 6,401,809               |
| Instructional - Added Needs          | \$2,045,509                     | \$1,731,268                  | \$ 1,760,619               |
| Support Services - Pupil             | \$746,152                       | \$562,927                    | \$ 563,965                 |
| Support Services - Instructional     | \$104,675                       | \$116,475                    | \$ 134,039                 |
| General Administration               | \$515,920                       | \$509,351                    | \$ 497,818                 |
| School Administration                | \$1,281,059                     | \$1,127,780                  | \$ 1,065,812               |
| Business Services                    | \$360,730                       | \$532,307                    | \$ 428,920                 |
| Maintenance and Operations           | \$1,514,075                     | \$1,663,075                  | \$ 1,593,317               |
| Transportation                       | \$869,548                       | \$1,085,140                  | \$ 755,468                 |
| Central Support Services             | \$506,424                       | \$383,976                    | \$ 633,567                 |
| Athletics                            | \$300,989                       | \$289,049                    | \$ 404,421                 |
| Community Services                   | \$26,335                        | \$19,665                     | \$ 33,692                  |
| GF Capital Projects                  | \$0                             | \$381,742                    | \$ 348,667                 |
| Transfer to Capital Projects Fund    |                                 |                              | \$ 3,000,000               |
| <b>Total Expenditures</b>            | <b>\$16,165,684</b>             | <b>\$14,982,111</b>          | <b>\$ 17,622,114</b>       |
| <b>Surplus(deficit)</b>              | <b>\$162,728</b>                | <b>(\$164,420)</b>           | <b>\$173,510</b>           |
| Beginnig Fund Balance                | \$2,609,275                     | \$2,609,275                  | \$ 2,609,275               |
| Projected Ending Unrestricted Fund I | \$2,446,547                     | \$2,444,855                  | \$ 2,782,785               |
| % of Operating Expenditures          | 15.13%                          | 16.32%                       | 15.79%                     |

# Elk Rapids Schools

## 2024-25 Food Service Budgets

### 6/23/2025

|                               | 2024-25 Original Budget |
|-------------------------------|-------------------------|
| <b>Revenues</b>               |                         |
| Local                         | \$53,150                |
| State                         | \$382,250               |
| Federal                       | \$479,057               |
| <b>Total Revenue</b>          | <b>\$914,457</b>        |
| <b>Expenditures</b>           |                         |
| Wages                         | \$23,000                |
| Benefits                      | \$18,500                |
| Purchased Services            | \$400,000               |
| Supplies                      | \$400,000               |
| Other                         | \$150,000               |
| <b>Total Expenditures</b>     | <b>\$991,500</b>        |
| <b>Beginning Fund Balance</b> |                         |
| Beginning Fund Balance        | (\$77,043)              |
| Beginning Fund Balance        | \$296,638               |

# Elk Rapids Schools

## 2024-25 Child Care Budgets

### 6/23/2025

|   | 2024-25 Original<br>Approved<br>Budget | 2024-25 Final<br>Budget |
|---|--|-------------------------|
| <b>Revenues</b>                                   |  |                         |
| Preschool   | \$100,000                              | \$112,730               |
| Kid's Club  | \$150,000                              | \$85,430                |
| GSRP Start-Up                                     | \$50,000                               | \$50,000                |
| GSRP  | \$167,948                              | \$403,647               |
| <b>Total Revenue</b>                              | <b>\$467,948</b>                       | <b>\$651,807</b>        |
| <b>Expenditures</b>                               |  |                         |
| Wages   | \$254,516                              | \$304,687               |
| Benefits  | \$119,512                              | \$202,771               |
| Purchased Services                                | \$8,818                                | \$50,145                |
| Supplies  | \$20,007                               | \$54,284                |
| GSRP Playground . Startup                         | \$50,000                               | \$25,000                |
| Other   | \$19,180                               | \$12,459                |
| <b>Total Expenditures</b>                         | <b>\$472,033</b>                       | <b>\$649,346</b>        |
| <b>Beginning Fund Balance</b>                     |  |                         |
| Beginning Fund Balance                            | \$2,962                                | \$2,962                 |
| <b>Projected Ending Unrestricted Fund Balance</b> | <b>(\$1,123)</b>                       | <b>\$5,423</b>          |

**Elk Rapids Schools**  
**2024-25 Trust and Agency**  
**2025-26 Proposed Trust and Agency**  
**6/23/2025**

|                                    | 2024-25 Final<br>Budget | 2025-26<br>Proposed<br>Original<br>Budget |
|------------------------------------|-------------------------|---|
| <b>Revenues</b>                    |                         |   |
| Trust and Agency Funds Available   | \$ 650,000              | \$ -                                      |
| Trust and Agency Estimated Revenue |                         | \$ 500,000                                |
| <b>Total Revenue</b>               | <b>\$ 650,000</b>       | <b>\$ 500,000</b>                         |
| <b>Expenditures</b>                |                         |   |
| Expenditures                       | \$ 650,000              |   |
| 2025-26 Estimated Expenses         |                         | \$ 700,000                                |
| <b>Total Expenditures</b>          | <b>\$ 650,000</b>       | <b>\$ 700,000</b>                         |

**Elk Rapids Schools**  
**2024-25 Capital Project Fund**  
**2025-26 Capital Project Budget**  
**6/23/2025**

|   | 2024-25 Final<br>Budget | 2025-26<br>Proposed<br>Original<br>Budget |
|---|-------------------------|---|
| <b>Revenues</b>                           |                         |   |
| Interest                                  | 0                       | 150,000                                   |
| Tax dollars transferred from General Fund | \$ 3,000,000            | \$ -                                      |
| <b>Total Revenue</b>                      | <b>\$ 3,000,000</b>     | <b>\$ 150,000</b>                         |
| <b>Expenditures</b>                       |                         |   |
| Access Control Equipment                  | \$ 318,000              |   |
| Capital Projects                          |                         | \$ 2,682,000                              |
| <b>Total Expenditures</b>                 | <b>\$ 318,000</b>       | <b>\$ 2,682,000</b>                       |

ERS has paid \$318,000 of the \$432,807 towards the Access Controls equipment. The BOE has committed \$891,000 to access panels, districts building updates. Superintendent McKenna and the Facility Committee will coordinate these funds with the bond contingency funds for projects to be determined in the next 2 years.

**Elk Rapids Schools  
 2024-25 2020 Bond  
 2025-26 Estimated Interest Earnings  
 6/23/2025**

|  | 2024-25 Final<br>Budget | 2025-26<br>Proposed<br>Original<br>Budget |
|--|-------------------------|---|
| <b>Revenues</b>                        |                         |   |
| Interest                               | \$ 605,817              | \$ 300,000                                |
| <b>Total Revenue</b>                   | <b>\$ 605,817</b>       | <b>\$ 300,000</b>                         |
| <b>Expenditures</b>                    |                         |   |
| Arbitrage to IRS Booked to Liability   | \$ 500,000              |   |
| 2025-26 Estimated Additional Arbitrage |                         | \$ 100,000                                |
| <b>Total Expenditures</b>              | <b>\$ 500,000</b>       | <b>\$ 100,000</b>                         |

The district has moved \$500,000 of the 2024-25 interest earning to the liability account in the 42 fund. It will continue to earn interest, but will not be available for construction obligations. Elk Rapids Schools has an estimated liability of \$600,000 to the IRS due to construction delays on the bond project. We have to send the IRS these Arbitrage funds at the end of bond construction. Based on the current construction schedule, arbitrage should be due by 6/30/2026.

During 2024-25 (to 6/20/23) ERS spent \$5,975,926.54 on this project. The June 2025 expenses has not been invoiced. There is \$1,258,806.96 in retainage on the projects (mostly the CMS portion). There is \$257,364.45 in purchase orders for CMS furniture and equipment outstanding that will be paid in 2025-26.

**Elk Rapids Schools**  
**2025-26 Budgets**  
**6/23/2025**

2025-26  
Proposed  
Budget

**Revenues**

|                            |           |                   |
|----------------------------|-----------|-------------------|
| Local                      | \$        | 13,384,756        |
| State                      | \$        | 3,504,974         |
| Federal                    | \$        | 180,000           |
| Transfers from ISD / Other | \$        | 200,000           |
| <b>Total Revenue</b>       | <b>\$</b> | <b>17,269,730</b> |

**Expenditures**

|                                   |           |                   |
|-----------------------------------|-----------|-------------------|
| Instructional - Basic Programs    | \$        | 7,041,990         |
| Instructional - Added Needs       | \$        | 2,112,743         |
| Support Services - Pupil          | \$        | 633,000           |
| Support Services - Instructional  | \$        | 160,000           |
| General Administration            | \$        | 530,000           |
| School Administration             | \$        | 1,100,000         |
| Business Services                 | \$        | 600,000           |
| Maintenance and Operations        | \$        | 1,993,317         |
| Transportation                    | \$        | 755,468           |
| Central Support Services          | \$        | 633,567           |
| Athletics                         | \$        | 500,000           |
| Community Services                | \$        | 53,000            |
| GF Capital Projects               | \$        | 500,000           |
| Transfer to Capital Projects Fund | \$        | 650,000           |
| <b>Total Expenditures</b>         | <b>\$</b> | <b>17,263,085</b> |

|                                    |    |                |
|------------------------------------|----|----------------|
| <b>Surplus(deficit)</b>            |    | <b>\$6,645</b> |
| Beginnig Fund Balance              | \$ | 2,609,275      |
| Projected Ending Unrestricted Func | \$ | 2,615,920      |
| % of Operating Expenditures        |    | 15.15%         |

# Elk Rapids Schools

## 2025-26 Food Service Budgets

### 6/23/2025

|                               | 2025-26<br>Proposed<br>Original Budget | 2024-25 Final<br>Budget |
|-------------------------------|--|-------------------------|
| <b>Revenues</b>               |  |                         |
| Local                         | \$ 50,750                              | 50750                   |
| State                         | \$ 363,284                             | 363284                  |
| Federal                       | \$ 581,000                             | 581000                  |
| <b>Total Revenue</b>          | <b>\$ 995,034</b>                      | <b>\$995,034</b>        |
| <b>Expenditures</b>           |  |                         |
| Wages                         | \$ 25,000                              | 21500                   |
| Benefits                      | \$ 22,000                              | 15670                   |
| Purchased Services            | \$ 437,915                             | 437915                  |
| Supplies                      | \$ 400,000                             | 363520                  |
| Equipment                     | \$ 60,000                              | 105224                  |
| Other                         | \$ 60,000                              | 58688                   |
| <b>Total Expenditures</b>     | <b>\$ 1,004,915</b>                    | <b>\$1,002,517</b>      |
| <b>Revenue minus Expenses</b> |  |                         |
| Revenue minus Expenses        | \$ (9,881)                             | (\$7,483)               |
| Beginning Fund Balance        | \$ 289,155                             | \$296,638               |
| Projected Ending Fund Balance | \$ 279,274                             | \$289,155               |

# Elk Rapids Schools

## 2025-26 Child Care Budgets

### 6/23/2025

|   | 2025-26 Original<br>Proposed Budget |
|---|-------------------------------------|
| <b>Revenues</b>                                   |                                     |
| Preschool   | \$100,000                           |
| Kid's Club  | \$150,000                           |
| GSRP  | \$330,000                           |
| <b>Total Revenue</b>                              | <b>\$580,000</b>                    |
| <b>Expenditures</b>                               |                                     |
| Wages   | \$325,000                           |
| Benefits  | \$150,000                           |
| Purchased Services                                | \$45,000                            |
| Supplies  | \$25,000                            |
| Other   | \$25,000                            |
| <b>Total Expenditures</b>                         | <b>\$570,000</b>                    |
| <b>Beginning Fund Balance</b>                     |                                     |
| Beginning Fund Balance                            | \$2,962                             |
| <b>Projected Ending Unrestricted Fund Balance</b> | <b>\$12,962</b>                     |

**Elk Rapids Schools**  
**2024-25 Trust and Agency**  
**2025-26 Proposed Trust and Agency**  
**6/23/2025**

|                                    | 2024-25 Final<br>Budget | 2025-26<br>Proposed<br>Original<br>Budget |
|------------------------------------|-------------------------|---|
| <b>Revenues</b>                    |                         |   |
| Trust and Agency Funds Available   | \$ 650,000              | \$ -                                      |
| Trust and Agency Estimated Revenue |                         | \$ 500,000                                |
| <b>Total Revenue</b>               | <b>\$ 650,000</b>       | <b>\$ 500,000</b>                         |
| <b>Expenditures</b>                |                         |   |
| Expenditures                       | \$ 650,000              |   |
| 2025-26 Estimated Expenses         |                         | \$ 700,000                                |
| <b>Total Expenditures</b>          | <b>\$ 650,000</b>       | <b>\$ 700,000</b>                         |

**Elk Rapids Schools**  
**2024-25 Capital Project Fund**  
**2025-26 Capital Project Budget**  
**6/23/2025**

|   | 2024-25 Final<br>Budget | 2025-26<br>Proposed<br>Original<br>Budget |
|---|-------------------------|---|
| <b>Revenues</b>                           |                         |   |
| Interest                                  | 0                       | 150,000                                   |
| Tax dollars transferred from General Fund | \$ 3,000,000            | \$ -                                      |
| <b>Total Revenue</b>                      | <b>\$ 3,000,000</b>     | <b>\$ 150,000</b>                         |
| <b>Expenditures</b>                       |                         |   |
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 2025-26 Estimated Interest Earnings  
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**ELK RAPIDS SCHOOLS  
BOARD OF EDUCATION MEETING  
June 23, 2025**

**ACTION ITEM: Hourly Employee Hourly Rate and Pay Step Adjustments for the 2025-2026 School Year**

**FOR ACTION:**

**Paraprofessionals:**

**Step 1: \$15.00  
Step 2: \$15.75  
Step 3: \$16.54  
Step 4: \$17.36  
Step 5: \$18.23  
Step 6: \$19.14**

**Administrative Assistants:**

**Step 1: \$15.00  
Step 2: \$15.75  
Step 3: \$16.54  
Step 4: \$17.36  
Step 5: \$18.23  
Step 6: \$19.14**

**Lead Administrative Assistants:**

**Step 1: \$17.36  
Step 2: \$17.99  
Step 3: \$18.89  
Step 4: \$19.83  
Step 5: \$20.83  
Grandfathered: \$24.44**

**Bus Mechanic:**

**Hourly Rate: \$30.07**

**RECOMMENDATION:**

The administration recommends that the Board of Education adopt the listed hourly employee group hourly rate and step adjustments for the 2025-2026 school year.

2025 ERHS Carpet Bids

| Vendors   | Total Bid Amount       | ERHS Hallways | ERHS Lobby | Meet Bid Requirements |
|---|------------------------|---------------|------------|-----------------------|
| Northern Floor & Tile Services, Inc<br>670 Eta Lane<br>Traverse City, MI 49685<br>231-947-8410<br><a href="mailto:NorthernFloor@NorthernFloor.com">NorthernFloor@NorthernFloor.com</a>                    | \$ 84,690              | \$ 69,692     | \$ 14,998  | Yes                   |
| Ritsema Associates<br>3000 Dormax Street SW<br>Grandville, MI 49418<br>Bryan Edwards<br>616-538-9695<br><a href="mailto:brett@ritsema.com">brett@ritsema.com</a>  | Ritsema Asso \$ 87,800 | \$ 19,615     |            | Yes                   |
| Superior Floor Coverings<br>3115 Logan Valley Road<br>Traverse City, MI 49684<br>Buck Patrick<br>517-881-5735<br><a href="mailto:Buck@superiorfloorcoveringllc.com">Buck@superiorfloorcoveringllc.com</a> | \$ 124,737             | \$ 94,718     | \$ 30,019  | Yes/?                 |
| River City Flooring<br>781 Industrial Cir, Suite 1<br>Traverse City, MI 49686<br>Ron Campbell<br>231-313-6605<br><a href="mailto:robc@rivercityflooring.net">robc@rivercityflooring.net</a>               | \$ 139,649             | \$ 115,075    | \$ 24,574  | Yes                   |
| Trist Creek Floor Covering<br>7584 Trophy Court<br>Grass Lake, MI 49240<br>Paul Fratrack<br>734-368-1428<br><a href="mailto:Tristfloors@yahoo.com">Tristfloors@yahoo.com</a>                              | \$ 95,000              | \$ 30,400     | \$ 64,600  | Yes, but mislabeled   |

Listed in order opened