



**Kenowa Hills Public Schools  
Education inspired.**

**BOARD OF EDUCATION**

**Organizational Meeting Preliminary Minutes**

**Monday, January 7, 2019 at 7:00 pm**

**Kenowa Hills Public Schools Administration Building**

**2325 Four Mile Road NW, Grand Rapids, MI 49544**

**I. Routine and Organizational Business**

- A. Superintendent Hopkins called the meeting to order at 7:00 p.m. at the Administration Building, 2325 Four Mile Road NW.
- B. Elected Trustees Tracey Hart and Danielle Storey took the Oath of Office.
- C. Motion by Member Szczepaniak supported by Member Gustinis to appoint Superintendent Hopkins to serve as temporary chair until a new president is elected, Report #19-000. Motion approved 6-0.
- D. Superintendent Hopkins (temporary chairperson) opened the meeting with a moment of silence.
- E. Members Present: Gustinis, Hart, Rettig, Storey, Szczepaniak, and Truskoski were present; Superintendent Hopkins, Assistant Superintendent Burde, Director of Finance Gilchrist were also present. Absent: Member Courtade and Student Representative Emily Bajema.
- F. Motion by Member Gustinis supported by Member Truskoski to approve the agenda. Motion approved 6-0.

OATH OF OFFICE

Report #19-000 APPOINT  
TEMPORARY CHAIR

MOMENT OF SILENCE

ROLL CALL

APPROVE AGENDA

**II. Hearings and Correspondence**

- A. Correspondence - No correspondence.
- B. Recognition
  - 1. Board of Education - Superintendent Hopkins expressed his appreciation to our Board of Education members and presented each with a Certification of Appreciation.
  - 2. Superintendent Hopkins acknowledged this contribution with appreciation.
    - i. All Star Driver Education - four \$100 gift certificates toward classes
- C. Board Communication - Members reported on various events in which they participated.
- D. Community/Board Dialogue (Comments Specific to Board Agenda Items) - There were no comments from the public.

CORRESPONDENCE

RECOGNITION

BOE COMMUNICATION

COMMUNITY DIALOGUE

*The purpose of this meeting is to conduct Board of Education business. There will typically be no attempt to comment or give answers at this meeting. Inquiries will be referred to the superintendent for response at a later time.*

**III. Information Items**

- A. Superintendent Report
  - 1. Safety and Security
    - a. During the lame duck session, the legislature sent over 300 bills to Governor Snyder for approval. Eleven of those bills were related to school safety. A summary of the bills will be sent to board members.

SUPERINTENDENT

REPORT

- b. We have received almost 800 survey responses to the community survey. At quick glance, the most important item expressed by respondents has been school safety and security (important or very important). Survey results will be provided to the Facility Study Committee that is being convened and will also be shared with the entire Board of Education.
- 2. Bond Construction Update
  - a. Current photos of Phase 2 construction at Zinser Elementary will be shared in the board weekly update. Construction progress is still going very well but a little behind due to the weather. The site superintendent remains confident the new classrooms will be available by spring break, which will then allow construction to begin on the vacated classrooms in the east hallway. The new gymnasium will be completed and all of the existing classrooms renovated by the start of the 2019-20 school year.
- B. 2019-2020 School of Choice Resolution (First Reading) - An overview of the School of Choice Resolutions was provided. The recommendation is to opt out of the State 105 Plan and opt into the Kent County School of Choice Plan and State 105C Plan. The resolution will be placed on the agenda in February as an action item but official School of Choice openings will be finalized at the March Board Meeting.
- C. 2019-2020 School Calendar Start Date - Superintendent Hopkins shared it is being recommended the first day of school be Tuesday, August 27, 2019. This will be an action item at the February Board Meeting. Superintendent Hopkins noted he is hopeful the entire school calendar will be ready for distribution at this time as well.

**IV. Organizational Action Items**

**A. Election of Officers, Report #19-001**

- 1. Temporary Chair Hopkins opened nominations for President.  
Member Rettig nominated Member Gustinis. Hearing no further nominations, Temporary Chair Hopkins closed the nominations for President.  
Member Gustinis was elected President, 6-0.
- 2. President Gustinis opened nominations for Vice-President.  
Member Truskoski nominated Member Rettig. Hearing no further nominations, President Gustinis closed the nominations for Vice-President.  
Member Rettig was elected Vice-President, 6-0.
- 3. President Gustinis opened nominations for Secretary.  
Member Szczepaniak nominated Member Truskoski. Hearing no further nominations, President Gustinis closed nominations for Secretary.  
Member Truskoski was elected Secretary, 6-0.
- 4. President Gustinis opened nominations for Treasurer.  
Member Rettig nominated Member Storey. Hearing no further nominations, President Gustinis closed nominations for Treasurer.  
Member Storey was elected Treasurer, 6-0.

- B. Motion by Member Rettig supported by Member Storey to approve a Schedule of Meetings for the 2019 calendar year, Report #19-002. Motion approved 6-0.

Report #19-001  
ELECTION OF OFFICERS

PRESIDENT

VICE-PRESIDENT

SECRETARY

TREASURER

Report #19-002  
SCHEDULE OF 2019  
MEETINGS

- C. Motion by Member Truskoski supported by Member Storey to establish committee structure, appointments and times as follows, Report #19-003. Motion approved 6-0.

<b>Curriculum/School Improvement</b>	<b>Finance</b>
Members Appointed:	Members Appointed:
1. Melissa Courtade	1. Danielle Storey
2. Tracey Hart	2. Stan Truskoski
3. Matthew Rettig	3. Eric John Szczepaniak
Meeting Time: 2nd Monday before BOE meeting at 6:00 PM	Meeting Time: Monday before BOE meeting at 6:00 PM

<b>Policy</b>	<b>Marketing</b>
Members Appointed:	Members Appointed:
1. Melissa Courtade	1. Danielle Storey
2. Tracey Hart	2. Stan Truskoski
3. Matthew Rettig	3. Eric John Szczepaniak
Meeting Time: 2nd Monday before BOE meeting at 7:00 PM	Meeting Time: Monday before BOE meeting at 7:00 PM

- D. Motion by Member Truskoski supported by Member Storey to approve an Investment Authority Resolution, Report #19-004. Motion approved 6-0.
- E. Motion by Member Rettig supported by Member Truskoski to designate depositories for district funds for the 2019 calendar year, Report #19-005. Motion approved 6-0.
- F. Motion by Member Rettig supported by Member Storey to approve a Resolution Authorizing Electronic Transactions of Funds, Report #19-006. Motion approved 6-0.
- G. Motion by Member Truskoski supported by Member Storey to authorize signatures for various accounts, Report #19-007. Motion approved 6-0.
- H. Motion by Member Truskoski supported by Member Storey to appoint the Superintendent or his designee to post all notices on behalf of the Board, Report #19-008. Motion approved 6-0.
- I. Motion by Member Truskoski supported by Member Hart to approve President Gustinis's appointment of Member Rettig to serve as the District's MASB liaison and Member Rettig to serve as the District's KISD Legislative Network liaison, Report #19-009. Motion approved 6-0.
- J. Motion by Member Rettig supported by Member Truskoski to appoint the Superintendent or his designee to accept employee resignations and retirements on behalf of the Board of Education, Report #19-010. Motion approved 6-0.
- K. Motion by Member Storey supported by Member Truskoski to authorize the Superintendent to hire on behalf of the Board of Education, Report #19-011. Motion approved 6-0.
- L. Motion by Member Storey supported by Member Truskoski to authorize the Superintendent to expel students, Report #19-012. Motion approved 6-0.

Report #19-003  
 ESTABLISH COMMITTEE

STRUCTURE, DATES  
 & APPOINTMENTS

Report #19-004  
 INVESTMENT  
 AUTHORITY

Report #19-005  
 DESIGNATE  
 DEPOSITORIES

Report #19-006  
 ELECTRONIC  
 TRANSFER OF FUNDS

Report #19-007  
 AUTHORIZE  
 SIGNATURES

Report #19-008 POST  
 NOTICES

Report #19-009  
 LEGISLATIVE NETWORK  
 LIAISON

Report #19-010 ACCEPT  
 RESIGNATIONS AND  
 RETIREMENTS

Report #19-011  
 AUTHORIZE TO HIRE

Report 19-012  
 AUTHORIZE TO EXPEL

**V. Action Items**

- A. Motion by Member Truskoski supported by Member Storey to approve the consent agenda. Motion approved 6-0.
  - 1. December 17, 2018 Regular Meeting Minutes
  - 2. December General Fund expenditures of \$376,168.00 through and including checks #73885-73993 and payrolls of December 7 and 21, 2018; December School Lunch Fund expenditures of \$9,289.19 through and including checks #10292-10303; December 2018 Building & Site Series II expenditures of \$823,593.27 through and including checks #15043-15049; Student Activity Check Register expenditures of \$27,141.46 through and including checks #12440-12459.

**V. Future Items for Consideration**

- A. Public Comment - There was no comment from the public.

*The purpose of this meeting is to conduct Board of Education business. There will typically be no attempt to comment or give answers at this meeting. Inquiries will be referred to the superintendent for response at a later time.*
- B. Future Meetings - schedule available upon request

**VI. Go Around**

**VII. Adjournment**

- A. Motion by Member Truskoski supported by Member Storey to adjourn the meeting at 7:53 p.m. Motion approved 6-0.

**ACTION ITEMS**

**12/11/17 REGULAR  
MEETING MINUTES  
CHECK REGISTRIES**

**PUBLIC COMMENT**

**FUTURE MEETINGS**

**ADJOURNMENT**

Respectfully submitted,

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Stanley P. Truskoski, Secretary