



**Kenowa Hills Public Schools
Education inspired.**

BOARD OF EDUCATION

Regular Meeting Preliminary Minutes

Monday, November 12, 2018 at 7:00 pm

Central Elementary, 4252 Three Mile Road NW, Grand Rapids MI 49534

I. Routine Business

- A. A regular meeting of the Board of Education was called to order at 7:00 pm at Kenowa Hills Central Elementary, 4252 Three Mile Road NW, Grand Rapids, MI.
- B. President Gustinis opened the meeting with a moment of silence. President Gustinis honored veterans in the audience.
- C. Members Present: Gustinis, Menzel, Rettig, Storey, Szczepaniak, Truskoski; Superintendent Hopkins, Assistant Superintendent Burde, Director Gilchrist (left the meeting at 8:00 p.m.) and Student Representative Bajema were also present. Member Tutas was absent.
- D. Motion by Member Truskoski supported by Member Szczepaniak to approve the agenda with action item F sticken from the agenda as there are no purchase offers for the Kinney Building. Motion approved 6-0.

CALL TO ORDER

MOMENT OF SILENCE

ROLL CALL

APPROVE AGENDA

II. Hearings and Correspondence

- A. Correspondence - There was not any correspondence to report.
- B. Recognition
 - 1. Superintendent Hopkins expressed his appreciation to the community for supporting the passing of the Headlee Amendment during last week's election. He shared the following local businesses made contributions as noted below:
 - 2. Orchard Hill Reformed Church to Central Elementary's Kids Hope Program - \$2,540
 - 3. Orchard Hill Reformed Church in honor of Sue Fritz - \$100
 - 4. Donations for Middle School Global Warrior Group
 - a. PAC CNC - \$100
 - b. Rising Star Fitness - \$250
 - c. Oculoplastic Associates of West Michigan - \$100
 - d. Geoffrey Schallow - \$100
 - 5. Donations for Community Night Out:
 - a. Central Elementary PTO - \$300
 - b. Craig & Michelle Taetsch of Edward Jones - \$100
 - c. Andy Egan Company - \$250
 - d. Schneider Tire Outlet - \$50
 - e. ABC Pediatrics, PC - \$250
- C. Board Communication - Members reported on various events in which they participated during the past month.
- D. Community/Board Dialogue - There was not any public comments specific to board agenda items.

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 Item

- A. Central Elementary Spotlight Report, Dr. Cherie Horner
1. Student leaders shared the Central Shines motto and how they share the motto with all.
 2. Ms. Lipinski, Central Elementary Art Teacher, shared "Art Rocks" at Central and highlighted what 4th grade students learned this year while visiting Art Prize.
 3. Mrs. Hulford, Central Elementary Music Teacher directed the 4th grade students who performed "Nifty Fifty United States," a song to help incorporate social studies with music.
 4. Central Elementary Teachers, Mrs. VanDyke and Mrs. Martinez, shared information about the Peer to Peer program. This program pairs an ASD or MiCI student with a general education student in 3rd, 4th or 5th grades to eat lunch, enjoy recess and participated together in other activities. They extended appreciation to Central PTO for financially supporting the Peer to Peer group, as well as the administrators, teachers, staff and parents for their general support of the program.
 5. Central Elementary Administrators, Dr. Horner and Mr. Bernard highlighted True Success, a social and emotional curriculum that is being implemented this year in our elementary buildings. Two new staff members have been hired to help support students in these areas - LRE (least restricted environment) aide and PBIS (positive behavior intervention) support with the the goal being to educate the whole student.
 6. Dr. Horner and two student representatives opened the time capsule found during construction.
- B. Student Representative's Report, Emily Bajema
1. Student Representative Bajema provided a highlight of important happenings in each of our schools. The report is available upon request.
- C. Superintendent's Report
1. Safety and Security
 - a. Superintendent Hopkins reported the administrative team recently reviewed its bomb threat protocol as the team continues to put safety and security at the forefront. He also noted Deputy Erhardt will be training our staff in active shooter simulations. The next training will be at Zinser Elementary.
 2. Bond Construction Update
 - a. Superintendent Hopkins reported Phase 2 construction at Zinser Elementary is progressing according to schedule. The goal is to have the new classrooms ready for transition in March with completion of the entire project by August fo 2019.
 - b. Central Elementary construction bids were opened last week with very favorable bids approximately \$800,000 below budget based on low bids. Post bid interviews with contractors will be prior to Thanksgiving. Construction at Central Elementary will begin in the spring of 2019 and it will continue through August of 2020.

PRINCIPAL REPORT

STUDENT REPORT

SUPERINTENDENT
REPORT

3. School Election Results
 - a. Superintendent Hopkins shared that the board of canvisers anticipate the certification of the election will be completed by Thanksgiving.
 - b. Congratulations to Danielle Storey and Tracey Hart for four-year terms. Congratulations to Melissa Courtade who will be completing the term vacated by Dan Stockel, which will be a two-year term.
 - c. Superintendent Hopkins again thanked the community for the support of the Non-homestead Headlee Override Millage. He also noted the tremendous county-wide support of the early childhood proposal, which will benefit preschool children throughout the county.
4. Richmond Farms Residential Development
 - a. Superintendent Hopkins provided an overview of this new residential development in Walker. The development would begin with 22 single homes being built in the next two years and 414 homes over the course of 20 years on the 260+ acres. Superintendent Hopkins noted his appreciation for the communication received from the City of Walker during this planning process. The District Facility Study Committee that is being convened will be taking into account this new development while planning.

D. FY 2018 Audit Presentation

- a. Director Gilchrist introduced Joel Korson of Maner Costerisan PC to present our FY2018 financial audit report. The District received an unmodified opinion, which is the highest opinion an auditor can give. No significant deficiencies or material weaknesses were found in the District's controls. The general fund balance increased by \$265,120 to \$3,491,133 which represents a fund balance of almost 11%. This includes deferring \$142,000 to the capital projects fund.
- b. Mr. Korson noted the Food Service Budget received a single audit with no significant findings and grew its fund balance.
- c. Questions regarding the audit report can be directed to Director Gilchrist.

E. Committee Reports - chairpersons read the minutes from the committee meetings (copy of minutes available upon request).

1. Finance - Matt Rettig
 - a. School Finance Research Collaborative Resolution
2. Curriculum/School Improvement - Stan Truskoski
 - a. CTE Course Proposals (First Reading)
3. Marketing - Kristi Menzel
4. Personnel/Policy & Strategic Planning - Eric John Szczepaniak
 - a. Merit Pay Model (Second Reading)
 - b. Bylaw/Policy Additions/Revisions/Deletions (First Reading)

IV. Action Items

- A. Motion by Member Truskoski supported by Member Rettig to approve the consent agenda. Motion approved 6 - 0.
 1. October 15, 2018 Regular Meeting Minutes

COMMITTEE
REPORTS

ACTION ITEMS

10/15/18 REGULAR
MEETING MINUTES

2. October General Fund expenditures of \$912,199.13 through and including checks #73550-73717 and payrolls of October 12 and 26, 2018; October School Lunch Fund expenditures of \$21,634.07 through and including checks #10263-10278; October 2016 Building and Site Series I expenditures of \$6,694.00 through and including checks #15204; October 2018 Building and Site Series II expenditures of \$2,140,251.12 through and including checks #15030-15034; and October 2018 Student Activity Check Register expenditures of \$33,525.26 through and including checks #12405-12420.

- B. Motion by Member Truskoski supported by Member Rettig to approve the purchase of a New Holland Powerstar 75 model tractor from Burnips in the amount of \$43,272.80 from the Capital Projects Fund. Report #18-070. Motion approved 6 - 0.
- C. Motion by Member Menzel supported by Member Truskoski to approve the resolution, which indicates Kenowa Hills will continue to levy 100% of the taxes in the summer of 2019. Report #18-071. Motion approved 6 - 0.
- D. Motion by Member Rettig supported by Member Truskoski to approve the 2017-2018 Audit Report as prepared and presented by Maner Costerisan, PC. Report #18-072. Motion approved 6 - 0.
- E. Motion by Member Menzel supported by Member Truskoski to approve the Educator Merit Pay Model pursuant to the KHEA/KCEA collective bargaining agreement. Report #18-073. Motion approved 6 - 0.

V. Future Items for Consideration

A. Public Comment - Nonagenda Items

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.

1. Ms. Samantha Krenz, 4828 Grettel Avenue, NW, Comstock Park, Michigan expressed her concern over the current lice policy at Kenowa Hills. She noted the current policy can be very expensive and a difficult issue for many families as the protocol results in lice being able to spread. Ms. Krenz would like the District to implement the policy endorsed by Spectrum Health rather than the policy the District follows, which is based on the current recommendation from the Michigan Department of Community Health (MDCH) and the Michigan Department of Education (MDE).

B. Future Meetings

- 12/03/18 7:00 p.m. Personnel, Policy & Strategic Planning Committee
- 12/03/18 8:00 p.m. Marketing Committee
- 12/11/18 6:00 p.m. Curriculum & School Improvement Committee
- 12/11/18 7:00 p.m. Finance Committee
- 12/13/18 6:00 p.m. Special Meeting, Superintendent Evaluation
- 12/17/18 7:00 p.m. Board of Education Meeting - Zinser Elementary

CHECK REGISTRIES

Report #18-070
TRACTOR
PURCHASE

Report #18-071
SUMMER TAX
RESOLUTION

Report #18-072 FY
2018 AUDIT REPORT

Report #18-073
MERIT PAY MODEL

PUBLIC COMMENT

FUTURE MEETINGS

C. Go-Around

1. Student Representative Bajema spoke with Principal Zuver regarding advisory and provided an update explaining the reasons for the different times. The SAT prep class is being pursued by the high school and is in the development stages. Principal Zuver also discussed flex scheduling at the high school. There is a scheduling committee that is currently working to review the best change for students.
2. Member Szczepaniak reminded everyone about the upcoming high school performance of "The Christmas Story" scheduled this week at the high school and also noted the upcoming KHEF fundraiser.
3. Member Rettig learned at the MASB Fall Insititute that we should remove the word Personnel from the committee name.
4. Member Truskoski appreciated the work on the election/mileage, the audit, and the feedback from our student representative.

VI. Adjournment

- A. Motion by Member Truskoski supported by Member Rettig to adjourn the meeting at 8:34 p.m. Motion approved 6 - 0.

Respectfully submitted,

Matthew Rettig, Secretary

ADJOURNMENT