



**Kenowa Hills Public Schools
Education inspired.**

BOARD OF EDUCATION

Regular Meeting Preliminary Minutes

Monday, December 17, 2018 at 7:00 pm

Zinser Elementary

3949 Leonard 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 Zinser Elementary, 3949 Leonard Road NW, Grand Rapids, MI.
- B. President Gustinis opened the meeting with a moment of silence.
- C. Members Present: Gustinis, Menzel, Rettig, Szczepaniak, Truskoski and Tutas (arrived at 7:03 p.m.). Absent: Member Courtade. Superintendent Hopkins, Assistant Superintendent Burde, Director Gilchrist and Student Representative Bajema were also present.
- D. Motion by Member Truskoski supported by Member Rettig to approve the agenda. Motion approved 5-0.

CALL TO ORDER

MOMENT OF
SILENCE

ROLL CALL

APPROVE AGENDA

II. Hearings and Correspondence

- A. Correspondence - None shared.
- B. Recognition
 - 1. Kristi Menzel and David Tutas were recognized for their years of service as Board of Education members.
 - 2. Superintendent Hopkins introduced Central Elementary Teacher Kelly VanDyke and expressed his appreciation for Mrs. VanDyke's quick response last week when tending to a student who was having a medical emergency. Mrs. VanDyke expressed her gratitude for the Central staff that immediately joined in to provide assistance.
 - 3. Superintendent Hopkins acknowledged the following individuals/organizations for their contribution:
 - a. Shelly Breen donated a clarinet, trombone, and saxophone to the Middle School Band.
 - b. Trinity Church donated hats and gloves to Alpine Elementary.
 - c. Tim Benninger donated \$50 to help cover balances on student lunch accounts.
 - d. Jack Elchroth donated \$100 to pay for student gifts and outstanding lunch balances for Alpine Elementary students.
- C. Board Communication - Members reported on various events in which they participated during the past month.
- D. Community/Board Dialogue - Comments Specific to Board Agenda Items - No community comments.

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. Zinser Elementary Spotlight Report, Mr. Ross Willick
 - 1. Principal Willick shared the 2018-19 theme of "Out of This World".
 - 2. Student Council members provided an update about the construction happening at Zinser Elementary.
 - 3. Brooke Davis shared information about her new role with the district and the Positive Behavior Intervention Systems she is working with staff to implement district-wide. Ms. Davis indicated restorative justice is showing a positive impact on our student behavior.
 - 4. Principal Willick provided a progress update from the Cross Sell Enrollment Team. President Gustinis shared information about the Marketing/Enrollment Team that has been working together to increase enrollment.
 - 5. Grand Valley State University has partnered with Zinser Elementary to enhance small group instruction. Pam Wells, a GVSU professor, spent her sabbatical working with Zinser students in the area of math. Principal Willick noted there will be a GVSU class for education students held at Zinser Elementary next semester. The GVSU students will also be spending time in classrooms.
 - 6. Members of the 4th grade student council shared information about their Kids Who Care programs - Santa's Workshop, Pasta for Pennies and Helen DeVos Children's Hospital donations.
 - 7. Mrs. Huhn is very grateful for the opportunity to share Spanish with our younger learners. Personal mastery has been very helpful in her program, allowing students to progress at their own pace.
 - 8. Mrs. Perry's kindergarten classroom received a donation of \$1,000 from one of her student's grandparents.
- B. Student Representative's Report, Emily Bajema
 - 1. Student Representative Bajema provided a highlight of important happenings in our schools. The report is available upon request.
- C. Superintendent's Report
 - 1. Safety and Security
 - a. At this week's administrators meeting, discussion about network security will be taking place.
 - 2. Bond Construction Update
 - a. Superintendent Hopkins shared current pictures of the Zinser Elementary Phase 2 construction and provided an overview of the construction progress.
 - b. The summer project at the high school will include renovations to the large group instruction room and cafeteria, as well as improved traffic flow at the main entrance through the separation of bus traffic from car traffic.

PRINCIPAL REPORT

STUDENT REPORT

SUPERINTENDENT
REPORT

3. Community Survey & Facility Study Committee
 - a. Superintendent Hopkins noted we have received 675 responses to the community facility survey. The survey window is open until January 7th. The survey information will be used by a Facility Study Committee that is being convened with the purpose of developing a long-term facility plan. This committee will have its initial meeting in January with a goal of providing a recommendation to the Board of Education by December 2019.
4. Other
 - a. Superintendent Hopkins reported the Walker Chamber of Commerce and Kenowa Hills Public Schools will be co-sponsoring a Community Expo that will be held at Zinser Elementary in September of 2019. This opportunity will help highlight our construction and updates with community members.
- D. Committee Reports - chairpersons read the minutes from the committee meetings (copy of minutes available upon request).
 1. Finance - Dave Tutas
 2. Curriculum/School Improvement - Matt Rettig
 - a. CTE Course Proposals (Second Reading)
 3. Marketing - Kristi Menzel
 4. Policy & Strategic Planning - Eric John Szczepaniak
 - a. Bylaw/Policy Additions/Revisions/Deletions (Second Reading)

COMMITTEE
REPORTS

IV. Action Items

ACTION ITEMS

- A. Motion by Member Tutas supported by Member Truskoski to approve the consent agenda. Motion approved 6-0.
 1. December 13, 2018 Special Meeting Minutes
 2. November General Fund expenditures of \$1,042,970.50 through and including checks #73718-73882 and payrolls of November 9 and 23, 2018; November School Lunch Fund expenditures of \$14,112.53 through and including checks #10279-10291; November 2018 Building and Site Series II expenditures of \$922,888.94 through and including checks #15035-15042; and November 2018 Student Activity Check Register expenditures of \$23,412.18 through and including checks #12421-12439.
- B. Motion by Member Rettig supported by Member Tutas to approve the first budget amendment for FY 2019. Report #18-076. Motion approved 6-0.
- C. Motion by Member Truskoski supported by Member Tutas to approve the Central Elementary Phase 2 Bond Construction Bid Awards as outlined in Report #18-077. Motion approved 6-0.
- D. Motion by Member Menzel supported by Member Truskoski to approve the high school Applied Technology course proposals. Report #18-078. Motion approved 6-0.
- E. Motion by Member Menzel supported by Member Truskoski to approve the Board Policy Additions/Revisions/Deletions outlined in Report #17-079. Motion approved 6-0.

12/13/18 SPECIAL
MEETING MINUTES
CHECK REGISTRIES

Report #18-076
BUDGET
AMENDMENT

Report #18-077
CENTRAL BID
AWARDS

Report #18-078 CTE
COURSE
PROPOSALS

Report #18-079
BOARD POLICY
UPDATES

- F. Motion by Member Tutas supported by Member Menzel to approve the MHSAA Cooperative Agreement with host Jenison Public Schools to offer a girls lacrosse team. Report #18-080. Motion approved 6-0.

Report #18-080
MHSAA
COOPERATIVE
AGREEMENT

V. Future Items for Consideration

- A. Public Comment - Nonagenda Items - No community comments.

PUBLIC COMMENT

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- B. Future Meetings

FUTURE MEETINGS

- 1. 01/07/19 7:00 p.m. Board of Education Organizational Meeting, Admin Bldg

- C. Go-Around

- 1. Student Representative Emily Bajema shared the high school has added an additional advisory period on Wednesdays. Several students have expressed an appreciation for this change.
 - 2. Board Members expressed their appreciations.

VI. Adjournment

ADJOURNMENT

- A. Motion by Member Tutas supported by Member Truskoski to adjourn the meeting at 8:35 p.m. Motion approved 6-0.

Respectfully submitted,

Matthew Rettig, Secretary