



**BOARD OF EDUCATION**  
**Organizational Meeting Preliminary Minutes**  
**Monday, January 13, 2020 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. Motion by Member Courtade supported by Member Truskoski to appoint Superintendent Hopkins to serve as temporary chair until a new president is elected. Report #20-000. Motion approved 7-0.
- C. Superintendent Hopkins (temporary chairperson) opened the meeting with a moment of silence.
- D. Members Present: Courtade, Gustinis, Hart, Rettig, Storey, Szczepaniak, and Truskoski were present; Superintendent Hopkins, Assistant Superintendent Burde, and Director of Finance Gilchrist were also present. Student representative George Ramirez Madrigal was absent.
- E. Motion by Member Storey supported by Member Truskoski to approve the agenda. Motion approved 7-0.

TEMPORARY CHAIR  
Report #20-000

MOMENT OF  
SILENCE

ROLL CALL

APPROVE AGENDA

**II. Hearings and Correspondence**

- A. Correspondence - None.
- B. Recognition
  - 1. Board of Education - Letters, posters and a video from students and staff were shared with the board. Superintendent Hopkins shared his appreciation to our board for their dedication and support for our district and presented each board member with a certificate.
  - 2. Superintendent Hopkins acknowledged the following contributions with appreciation:
    - a. Donations for holiday baskets and school supplies for Alpine families
      - i. Gordon Food Service
      - ii. Marne Lions Club
      - iii. Wolverine Worldwide Family YMCA
      - iv. Affinity Group - Michaels
      - v. Michael Cook
      - vi. Marcella McUmber-Keenan
      - vii. Marcia Peterson
    - b. Donations to cover past due balances on food service accounts
      - i. Applebee's (Alpine and Standale)
      - ii. Katheryn Ball
      - iii. Wolverine Worldwide Family YMCA
      - iv. Cameron Beaudou
      - v. MSU Extension - Kent County
    - c. All Star Driver Education - three \$100 gift certificates toward classes
    - d. ITC Incorporation - wall clocks for students to use in a variety of ways
- C. Board Communication - Members reported on various events in which they participated.
- D. Community/Board Dialogue (Comments Specific to Board Agenda Items) - None.

CORRESPONDENCE

RECOGNITION

BOE  
COMMUNICATION

COMMUNITY  
DIALOGUE

*The purpose of this meeting is to conduct Board of Education business. Audience members who wish to make comments should complete a form, located on the agenda table, and identify themselves prior to speaking. 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. Anybody who wishes to make comment on an item that is on tonight's board can approach the podium.*

### III. Information Items

- A. Superintendent Report
  - 1. Safety and Security
    - a. Emergency folders have been distributed to all buildings as part of our safety measures.
    - b. Emergency announcements have been programmed with the phone and clock system at the High School and were tested over winter break. The emergency announcements are currently being tested at the high school before rolling out to the remainder of the buildings.
  - 2. Bond Construction Update
    - a. Central Elementary kindergarten and 1st grade classrooms have moved into their newly renovated classrooms. Renovation has begun for what will become the 2nd and 3rd grade classrooms. These rooms will be completed by spring break. The remainder of the building is scheduled to be completed by August.
- B. 2020-2021 School of Choice Resolution (First Reading) - Superintendent Hopkins asked the board to review the resolution. This is the same resolution as in previous years.
  - a. It is recommended Kenowa Hills will opt in the Kent ISD School of Choice program and the State 105C program but will opt out of the State School of Choice program.
- C. Project Lead the Way (PLTW) High School Course Proposals - 2nd Reading
  - 1. Principles of Engineering
  - 2. Cybersecurity
- D. Understanding History through Sports High School Course Proposal - 2nd Reading
- E. Pathways High School Hours & Day Waiver - 2nd Reading
- F. Profile of a Graduate - 2nd Reading

SUPERINTENDENT  
REPORT

### IV. Organizational Action Items

- A. Election of Officers. Report #20-001
  - 1. **Temporary Chair Hopkins opened nominations for President.**
    - Member Rettig nominated Member Gustinis.
    - Member Courtade nominated Member Szczepaniak who declined the nomination.
    - Hearing no further nominations for president, Temporary Chair Hopkins closed the nominations.

**Member Gustinis was elected President. Vote 7-0.**
  - 2. **President Gustinis opened nominations for Vice-President.**
    - Member Truskoski nominated Member Rettig.
    - Member Courtade nominated Member Hart.
    - Hearing no further nominations for vice-president, President Gustinis closed the nominations.

**President Gustinis took a roll-call vote to elect the Vice-President.**

    - Courtade voted for Member Hart
    - Gustinis voted for Member Rettig
    - Hart voted for Member Hart
    - Rettig voted for Member Rettig
    - Storey voted for Member Rettig
    - Szczepaniak voted for Member Hart
    - Truskoski voted for Member Rettig

ELECTION OF  
OFFICERS  
Report #20-001

PRESIDENT

**Member Rettig was elected Vice-President. Vote 4-3.**

VICE-PRESIDENT

**3. President Gustinis opened nominations for Secretary.**

Member Courtade nominated Member Hart.

Member Rettig nominated Member Storey.

Hearing no further nominations for secretary, President Gustinis closed the nominations.

**President Gustinis took a roll-call vote to elect the Secretary.**

Courtade voted for Member Hart

Gustinis voted for Member Storey

Hart voted for Member Hart

Rettig voted for Member Storey

Storey voted for Member Storey

Szczepaniak voted for Member Hart

Truskoski voted for Member Storey

**Member Storey was elected Secretary. Vote 4-3.**

**4. President Gustinis opened nominations for Treasurer.**

Member Rettig nominated Member Truskoski.

Hearing no further nominations for treasurer, President Gustinis closed the nominations.

**Member Truskoski was elected Treasurer. Vote 7-0.**

- B. Motion by Member Rettig supported by Member Truskoski to approve a Schedule of Meetings for the 2020 calendar year. Report #20-002. Motion approved 7-0.
- C. Motion by Member Courtade supported by Member Hart to establish committee structure, appointments, initial meeting date and times as follows. Committees will determine their 2020 meeting schedule at their first meeting. Report #20-003: Motion approved 7-0.

SECRETARY

TREASURER

MTG SCHEDULE  
Report #20-002

ESTABLISH  
COMMITTEES Report  
#20-003

<b>Curriculum/School Improvement</b>
Members Appointed:
1. Melissa Courtade
2. Tracey Hart
3. Danielle Storey
Meeting Time: 1/27/20 @ 6:30 PM

<b>Finance</b>
Members Appointed:
1. Stan Truskoski (Treasurer)
2. Matt Rettig
3. Eric-John Szczepaniak
Meeting Time: 2/3/20 @ 7:30 PM

<b>Marketing</b>
Members Appointed:
1. Melissa Courtade
2. Tracey Hart
3. Danielle Storey
Meeting Time: 1/27/20 @ 7:30 PM

<b>Policy</b>
Members Appointed:
1. Stan Truskoski
2. Matt Rettig
3. Eric-John Szczepaniak
Meeting Time: 2/30/20 @ 6:30 PM

- D. Motion by Member Truskoski supported by Member Courtade to approve an Investment Authority Resolution. Report #20-004. Motion approved 7-0.
- E. Motion by Member Courtade supported by Member Truskoski to designate depositories for district funds for the 2020 calendar year. Report #20-005. Motion approved 7-0.
- F. Motion by Member Storey supported by Member Truskoski to approve a Resolution Authorizing Electronic Transfer of Funds. Report #20-006. Motion approved 7-0.

INVESTMENT  
AUTHORITY  
RESOLUTION  
Report #20-004

DESIGNATE  
DEPOSITORIES  
Report #20-005

ELECTRONIC  
TRANSFER OF  
FUNDS  
Report #20-006

- G. Motion by Member Courtade supported by Member Truskoski to authorize signatures for various accounts. Report #20-007. Motion approved 7-0.
- H. Motion by Member Courtade supported by Member Storey to appoint the Superintendent or his designee to post all notices on behalf of the Board. Report #20-008. Motion approved 7-0.
- I. Motion by Member Truskoski supported by Member Courtade to approve President Gustinis's appointment of Member Courtade to serve as the District's MASB liaison and Member Hart to serve as the District's Kent ISD Legislative Network liaison. Report #20-009. Motion approved 7-0.
- J. Motion by Member Truskoski supported by Member Courtade to appoint the Superintendent or his designee to accept employee resignations and retirements on behalf of the Board of Education. Report #20-010. Motion approved 7-0.
- K. Motion by Member Rettig supported by Member Courtade to authorize the Superintendent to hire on behalf of the Board of Education. Report #20-011. Motion approved 7-0.
- L. Motion by Member Rettig supported by Member Truskoski to authorize the Superintendent to handle disciplinary matters with students involving long-term suspensions and expulsions as outlined in Report #20-012. Motion approved 6-1.
- M. Motion by Member Hart supported by Member Courtade to assign board members to a specific building to be the liaison between the building and the board of education. Report #20-013. Motion approved 7-0.

BUILDING	BOARD MEMBER
Early Childhood Center	Stan Truskoski
Alpine Elementary	Eric-John Szczepaniak
Central Elementary	Danielle Storey
Zinser Elementary	Jeff Gustinis
Middle School	Tracey Hart
High School	Matt Rettig
Pathways High School	Melissa Courtade

**V. Business Action Items**

- A. Motion by Member Rettig supported by Member Courtade to approve the consent agenda. Motion approved 7-0.
  - 1. December 9, 2019 Regular Meeting Minutes
  - 2. December 16, 2019 Special Meeting Minutes
  - 3. December General Fund expenditures of \$923,592.24 through and including checks #75533-75624 and payrolls of December 6 and 20, 2019; December School Lunch Fund expenditures of \$9,104.15 through and including checks #10436-10441; December 2019 Building & Site Series I expenditures of \$433,282.75 including check #15207; December 2019 Building & Site Series II expenditures of \$469,616.15 through and including check #15151-15157; Student Activity Check Register expenditures of \$17,064.58 through and including checks #12667-12691.
- B. Motion by Member Rettig supported by Member Truskoski to approve the Preliminary Qualification Application for a May 5, 2020 Bond Election. Report #20-014. Motion approved 7-0.
- C. Motion by Member Hart supported by Member Courtade to approve the proposed Project Lead the Way courses of Principles of Engineering and Cybersecurity at the high school. Report #20-015. Motion approved 7-0.

AUTHORIZE SIGNATURES  
Report #20-007

POST NOTICES  
Report #20-008

LEGISLATIVE NETWORK LIAISON  
Report #20-009

ACCEPT RESIGNATIONS & RETIREMENTS  
Report #20-010

AUTHORIZE TO HIRE  
Report #20-011

AUTHORIZE TO RESOLVE DISCIPLINE  
Report #20-012

BUILDING LIAISONS  
Report #20-013

ACTION ITEMS

12/09/19 REGULAR MEETING MINUTES

12/16/19 SPECIAL MEETING MINUTES

CHECK REGISTRIES

PRELIMINARY BOND QUALIFICATIONS  
Report #20-014

PLTW COURSES  
Report #20-015

- D. Motion by Member Hart supported by Member Courtade to approve the proposed course of Understanding History Through Sports at the high school. Report #20-016. Motion approved 7-0.
- E. Motion by Member Rettig supported by Member Truskoski to approve the waiver for Pathways High School hours and days. Report #20-017. Motion approved 7-0.
- F. Motion by Member Storey supported by Member Courtade to approve the Profile of a Graduate. Report #20-018. Motion approved 7-0.
- G. Motion by Member Rettig supported by Member Hart to approve the first day of school for the 2020-2021 school year as Tuesday, August 25, 2020. Report #20-019. Motion approved 7-0.
- H. Motion by Member Rettig supported by Member Truskoski to approve the 2018-2019 annual reports. Report #20-020. Motion approved 7-0.
- I. Motion by Member Courtade supported by Member Rettig to approve the construction bids for the middle school gym, high school canopy, administration building parking lot, bus garage canopy and bus garage parking lot using bond funds. Report #20-021. Motion approved 7-0.

SOCIAL STUDIES  
COURSE REQUEST  
Report #20-016

PATHWAYS WAIVER  
Report #20-017

PROFILE OF A  
GRADUATE Report  
#20-018

START OF SCHOOL  
Report #20-019

ANNUAL REPORTS  
Report #20-020

CONSTRUCTION  
BIDS Report #20-021

**V. Future Items for Consideration**

- A. Public Comment - None.  
*A board meeting is a meeting of the Board held in public; it is not a public meeting. Audience members who wish to make a comment should complete a form, located on the agenda table, and identify themselves prior to speaking. 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. Anybody who wishes to make a comment can approach the podium.*
- B. Future Meetings - schedule available upon request.
- C. Go Around
  - 1. Member Szczepaniak will be meeting with The Rapid to discuss the potential addition of a route to Alpine Meadows. Alpine carnival is next week, January 24 and they are looking for volunteers from 6:00 - 9:00 p.m.
  - 2. Member Hart is looking forward to the Winter Institute in Lansing where she will complete the 100 level courses.
  - 3. A reminder the Athletic Hall of Fame Ceremony is Friday before the basketball game.
  - 4. Board member photos will be taken before the next board meeting. Board members should plan to arrive early to allow time for your photo to be taken.

PUBLIC COMMENT

FUTURE MEETINGS

GO AROUND

**VI. Adjournment**

- A. Motion by Member Rettig supported by Member Storey to adjourn the meeting at 8:40 p.m. Motion approved 7-0.

ADJOURNMENT

Respectfully submitted,

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Danielle M. Storey, Secretary