



Kenowa Hills Public Schools

VALUE. SUPPORT. EMPOWER.

BOARD OF EDUCATION

Meeting Minutes

Monday, December 15, 2025 at 6:00 pm

Zinser Elementary

3949 Leonard St NW, Grand Rapids, MI 49534

I. Routine and Organizational Business

- A. President LaBotz called the meeting to order at 6:00 p.m. at Zinser Elementary School at 3494 Leonard St NW, Grand Rapids, MI, 49534.
- B. President LaBotz opened the meeting with a moment of silence.
- C. Members Present: Courtade, Gustinis, Hart, LaBotz, Roberts, and Robinson are present. Member Turner is absent. Superintendent Hopkins and Director of Finance Long are also present.
- D. Motion by Member Hart supported by Member Courtade to approve the agenda. **Motion carries 6-0.**

CALL TO ORDER

MOMENT OF SILENCE

ROLL CALL

APPROVE AGENDA

II. Recognition and Correspondence

- A. Recognition - Dr. Horner celebrated Principal Johnston for her intentional curation of a positive culture through affirmations, fun, and support of each and every staff member to ensure that they feel Valued, Supported, and Empowered.
- B. Correspondence - None.
- C. Board Communication - Members reported on various district events in which they participated.

RECOGNITION

CORRESPONDENCE

BOE
COMMUNICATION

III. Discussion/Information Items

- A. Zinser Elementary Spotlight - Principal Johnston celebrated the 12 things that make Zinser special. Zinser student Grady P. helped her to illustrate the strategies that he has learned in Bridges to solve various math problems. Zinser student Mya P. read a poem to illustrate the impact of the Bookworms curricular resources.
- B. Student Representatives Reports - Student Representatives were not present.
- C. Office of Teaching and Learning - Middle School Principal Dodge and High School Principal Robrahn provided an overview of the recommended changes to the class offerings in their respective building.
 - 1. Middle School Course Proposals
 - a. 8th Grade Tech (Removal)
 - b. Computers 1,2, and 3 (Removal)
 - c. Web Design (Removal)
 - d. Teen Leadership (Removal)
 - e. Journalism (Removal)
 - 2. High School Course Proposals
 - a. Algebra 2A and 2B (Removal)
 - b. Advanced Algebra with Statistics 1 and 2 (Removal)
 - c. Precalculus (Removal)
 - d. Honors Algebra 2 (Addition)
 - e. AP Statistics (Addition)
 - f. AP Precalculus (Addition)

ZINSER ELEMENTARY
SPOTLIGHT

STUDENT
REPRESENTATIVE
REPORTS

D. Finance - Director Long provided an overview and answered questions on items that follow.

1. November 2025 Check Register
2. Investment Income
3. Audit Update
4. Resolution Authorizing the Issuance and Delegating the Sale of 2026 School Building and Site Bonds, Series III

E. Policy Revisions/Deletions/Technical Corrections (2nd Reading)

1. Policy 1422/3122/4122 - Nondiscrimination, Equal Employment Opportunity, and Anti-Harassment (Replacement)
2. Policy 1422.02/3122.02/4122.02 - Nondiscrimination Based on Genetic Information of the Employee (Delete/Rescind)
3. Policy 1623/3123/4123 - Section 504/ADA Prohibition Against Disability Discrimination in Employment (Technical Correction)
4. Policy 1662/3362/4362 - Anti-Harassment (Delete/Rescind)
5. Policy 2210 - Curriculum Development - Approved Courses (Revised)
6. Policy 2260 - Nondiscrimination and Access to Equal Educational Opportunity (Technical Correction)
7. Policy 2260.01 - Section 504/ADA Prohibition Against Discrimination Based on Disability (Technical Correction)
8. Policy 2266 - Nondiscrimination on the Basis of Sex in Education Programs or Activities (Revised)
9. Policy 2412 - Homebound Instruction Program (Revised)
10. Policy 4162 - Controlled Substance and Alcohol Policy for Commercial Motor Vehicle ("CMV") Drivers and Other Employees Who Perform Safety-Sensitive Functions (Revised)
11. Policy 5517.01 - Bullying and Other Aggressive Behavior toward Students (Revised)
12. Policy 6144 - Investments (Technical Correction)
13. Policy 7455 - Accounting System for Fixed Assets (Technical Correction)
14. Policy 7540.02 - Digital Content and Accessibility (Revised)
15. Policy 7541 - Electronic Data Processing Disaster Recovery Plan (Rescind)
16. Policy 8300 - Continuity of Organizational Operations Plan (Revised)
17. Policy 8305 - Information Security (Revised)
18. Policy 8400 - School Safety Information (Technical Correction)
19. Policy 9130 - Public Complaints (Technical Correction)

F. Board Meeting Structure- The Board Members continued the dialogue regarding the pros and cons of our current meeting structure versus the Option of Committees meeting separately. The general consensus was to continue with the Committee of the Whole structure.

IV. Public Comment: No audience member(s) addressed the Board.

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. Audience members who wish to make comments are invited to complete the appropriate form located at the entrance. Each speaker has a maximum of three (3) minutes to address the board. Inquiries requiring a response will be referred to the superintendent in the cases where contact information is provided. We ask all individuals making public comments to follow our board policy.

V. Action Items

A. Motion by Member Hart supported by Member Courtade to approve the Consent Agenda. **Motion carries 6-0.**

1. December 10, 2025 Special Meeting Minutes

FINANCE

RECOMMENDED
POLICY CHANGES

PUBLIC COMMENT

CONSENT AGENDA

2. Certified Staff Personnel Report

a. New Hires

Andrew Pittman; Senior Accountant (effective January 1, 2026)

Starting Salary: \$45,656.13 (prorated based on \$92,000/260-day contract)

Length of Contract: January 1, 2026 - June 30, 2026 (subsequent one year contracts unless otherwise approved by the Board)

3. November 2025 Check Register - General Funds expenditures of \$2,256,457.04 including checks 86166 through 86317; School Lunch Fund expenditures of \$65,258.25 using checks #11672 through 11736; 2022 Building and Site Series expenditures of \$327,652.85 using checks #145 through 148; 2024 Athletic Bond Series expenditures of \$938,548.44 on checks #73 though and including 75; and Student Activity expenditures of \$29,276.85 using checks #97541 through 97550. Total expenditures for the month totaled \$2,199,013.86.

B. Motion by Member Hart supported by Member Roberts to approve the proposed bylaw and policy revisions, deletions and technical corrections as outlined in Report #25-062. **Motion carries 6-0**

C. Motion by Member Hart supported by Member Courtade to approve the Resolution Authorizing the Issuance and Delegating the Sale of 2026 School Building and Site Sonds, Series III. Report #24-062. **Motion carries 6-0.**

VI. Future Items for Consideration

A. Future Meetings

1. 01/12/26 6:00 pm Organizational Meeting @ Administration Building

B. Go Around

VII. Adjournment

A. Seeing no additional agenda items, President LaBotz adjourned the meeting at 7:11 pm.

Respectfully submitted,

_____, Secretary

POLICY REVISIONS,
DELETIONS, &
TECHNICAL
CORRECTIONS
REPORT #25-062

2026 SCHOOL
BUILDING AND SITE
BONDS
REPORT #25-063

FUTURE MEETINGS

GO AROUND

ADJOURNMENT