



**Kenowa Hills Public Schools
Education inspired.**

BOARD OF EDUCATION

Regular Meeting Minutes

Monday, December 9, 2019 at 7:00 pm

Early Childhood Center

3971 Richmond Court NW, Grand Rapids MI

I. Routine Business

- A. A regular meeting of the Board of Education was called to order at 7:00 p.m. at the Early Childhood Center, 3971 Richmond Court NW, Grand Rapids, MI.
- B. President Gustinis opened the meeting with a moment of silence.
- C. Members Present: Courtade, Gustinis, Hart, Rettig, Storey, Szczepaniak, Truskoski; Student Representative Ramirez Madrigal, Superintendent Hopkins and Director Gilchrist were also present. Assistant Superintendent Burde arrived at 8:00 p.m..
- D. Motion by Member Truskoski supported by Member Storey to approve the agenda. Approved 7-0.

CALL TO ORDER

MOMENT OF SILENCE
ROLL CALL

APPROVE AGENDA

II. Hearings and Correspondence

- A. Correspondence - None
- B. Recognition
 - 1. Superintendent Hopkins acknowledged the following contributions with appreciation:
 - a. School Supplies, Food and Clothing Donations to Alpine Elementary.
 - i. Faith United Church of God
 - ii. Wolverine Worldwide Family YMCA
 - iii. Trinity Congregational Church
 - b. Kristin Nabozny - donation of \$34.70 for unpaid lunch accounts.
 - c. Greater Regional Alliance of Realtors - \$250 donation to purchase winter clothes for Central Elementary students.
 - d. Altitude Trampoline Park donated four passes to the park for Secret Santa
 - e. Feyen Zylstra - \$500 donation to FIRST Robotics Team.
 - f. Kenowa Hills Education Foundation in the amount of \$14,919 for teacher mini-grants.
- C. Board Communication - Members reported on various events in which they participated over the past month.
- 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. Is there anybody who wishes to make comment on an item that is on tonight's board meeting agenda?

III. Information Item

- A. Early Childhood and Special Education Spotlight - Mr. Luke Scholten
 - 1. Early Childhood programs include the Learning Center (daycare & before and after school) and preschool programs, which include tuition-based, ECSE (Early Childhood Special Education) and GSRP (Great Start Readiness Preschool). The building is open from 6:30 a.m. - 6:00 p.m..

DIRECTOR REPORT

2. This is a building of "firsts" for students, families and staff. This is often the first impression of Kenowa Hills for many families.
 3. Many community connections are made with visits to the building with organizations such as Kent District Library and Walker Fire Department.
 4. Life Skill instruction is a high priority - procedures, inclusion programming and socialization, all with the focus on preparing students for a successful elementary experience.
- B. Student Representative Report, George Ramirez Madrigal
1. George toured the Early Childhood Center with Mr. Scholten in preparation for this meeting. He noted it was interesting how the components of Capturing Kids Hearts are incorporated for the young learners.
 2. Central Elementary's holiday music concert is tonight.
 3. Zinser Elementary is preparing for their holiday classroom parties.
 4. Please contact Mrs. Gilbert at the Middle School for information about Global Warriors and their need for donations for their annual holiday sale, which raises money for an international non-profit organization.
 5. A concern shared from the high school revolves around the use of personal email account on the Chromebooks. Seniors are having trouble receiving college information as their only device and personal emails are blocked from district Chromebooks. Superintendent Hopkins will discuss this issue with our technology department.
- C. Superintendent Report
1. Safety and Security Update
 - a. Our district security audit has found the need for an emergency manual that will be in all classrooms, office and other critical locations in buildings. The manual will be distributed over winter break.
 2. Bond Construction Update
 - a. Central Elementary will have its final inspections on the kindergarten/first grade wing this week. This area has been under construction since June of 2019. Classrooms will be able to begin moving in the new classrooms over holiday break. The next set of classrooms will begin construction and will be completed by Spring Break. All construction at Central Elementary will be completed by August.
 - b. Summer construction will include the bus garage and the parking lot at the administration building.
 3. Facility Study Recommendation
 - a. The facility study team was charged with examining buildings and grounds, developing a short and long-term facility plan and making a recommendation to the board of education following the study.
 - b. Superintendent Hopkins shared the list of the team members along with providing information about the team that has developed this recommendation. Information was shared about the history of construction, maintenance and renovations of each buildings. This includes details about the boilers, parking lots, roofs, playgrounds and athletic fields.
 - c. Superintendent Hopkins reviewed historical information about our previous community surveys pertaining to bond proposals in 2016 as well as an upcoming possible proposal.
 - d. The facility study team spent a great amount of time touring the Early Childhood Center (ECC) and the Middle School to determine the biggest needs of each building. The report provides great detail about the findings from the committee as well as details from polling that was completed.

STUDENT REP
REPORT

SUPERINTENDENT
REPORT

- e. Millage options were presented by Superintendent Hopkins. Our current debt millage rate ranks us at 29 out of 31 districts in Kent and Ottawa County and the lowest debt millage rate in Kent County.
 - f. Superintendent Hopkins provided an overview of the various proposals that were reviewed by the committee.
 - g. The recommendation by the committee is to take all necessary steps to have a ballot proposal on the May 5, 2020 ballot that would generate \$67M through an approximate 0.26 mill increase. This proposal would address the short and long-term needs at the ECC, Middle School and High School (including fine arts and physical education), technology and replacement, and constructing a S.T.E.A.M Center. Superintendent Hopkins noted this proposal does not address outdoor athletic fields.
 - h. The construction would occur over 12 years with the bonds sold in four phases. Director Gilchrist discussed logistics of bond purchases and the timeframes revolving around payments and purchases.
 - i. Superintendent Hopkins noted the High School would be 30 years old at the time this proposal would address the needs at the High School.
4. 2020-2021 School Calendar Start Date
- a. Kent ISD sought and was approved a three-year waiver for Kent County districts to begin before Labor Day if their board of education approves to do so. The existing like waiver is in its last year.
 - b. Superintendent Hopkins discussed the option of beginning school during the week of August 24, 2020. This is two weeks before Labor Day as Labor Day is very late in 2020. All other districts in Region 1 are considering starting the 2020-21 school year during the week of August 24. This would allow us to end the first semester (High School) at Winter Break as has been the case for the last three years.
5. Superintendent Evaluation
- a. The board meeting for the superintendent evaluation is Monday, December 16 at 6:00 p.m. at the Administration Building.
6. Superintendent Hopkins noted Member Sczepaniak will be representing the board of education at the NSBA Advocacy Institute in Washington DC from February 2 - 4, 2020.
- D. Committee Reports - chairpersons read the minutes from the committee meetings (copy of minutes available upon request).
- 1. Finance - Danielle Storey
 - 2. Curriculum/School Improvement - Tracey Hart
 - a. Project Lead the Way (PLTW) High School Course Proposals - 1st Reading
 - i. Principals of Engineering
 - ii. Cybersecurity
 - b. Understanding History through Sports High School Course Proposal - 1st Reading
 - c. Pathways High School Hours & Day Waiver - 1st Reading
 - d. Profile of a Graduate - 1st Reading
 - 3. Marketing - Stan Truskoski
 - 4. Policy - Melissa Courtade
 - a. Bylaw/Policy Additions/Revisions (First Reading)

IV. Action Items

- A. Motion by Member Courtade supported by Member Hart to approve the consent agenda. Approved 7-0.
1. November 11, 2019 Regular Hearing Minutes
 2. November 2019 General Fund expenditures of \$893,281.86 through and including checks #75352-75531 and payrolls of November 9 and 23 2019; November 2019 School Lunch Fund expenditures of \$18,108.58 through and including checks #10422-10435; Student Activity Check Register expenditures of \$19,242.32 through and including checks #12644-12666; November 2019 Building and Site Series II expenditures of \$1,189,947.99 through and including checks #15135-15150.
- B. Motion by Member Truskoski supported by Member Courtade to approve the 2019-20 First Budget Amendment. Report #19-070. Approved 7-0.
- C. Motion by Member Truskoski supported by Member Rettig to accept the recommendation from the Facility Study Committee for building improvements and upgrades as presented and to authorize GMB A&E to develop the Application for Preliminary Qualification of Bonds for Michigan Department of Treasury. Report #19-071. Approved 7-0.
- D. Motion by Member Courtade supported by Member Rettig to approve an addendum in the high school student handbook in regard to the Youth Tobacco Act . Report #19-072. Approved 6-1.
- E. Motion by Member Truskoski supported by Member Courtade to approve revisions and additions to the following board policies as recommended by NEOLA Policy Services. Report #19-073. Approved 7-0.
1. Policy 1420 - School Administrator Evaluation (revised)
 2. Policy 1615 - Use of Tobacco by Administrators (new)
 3. Policy 2265 - Child Care Center Staff and Volunteers (revised)
 4. Policy 2410 - Prohibition of Referral or Assistance (revised)
 5. Policy 2414 - Reproductive Health and Family Planning (revised)
 6. Policy 2418 - Sex Education (revised)
 7. Policy 2628 - State Aid Incentives (revised)
 8. Policy 3210 - Staff Ethics (revised)
 9. Policy 3215 - Use of Tobacco by Professional Staff (revised)
 10. Policy 3220 - Professional Staff Evaluation (revised)
 11. Policy 4215 - Use of Tobacco by Support Staff (revised)
 12. Policy 5330.02 - Opioid Antagonists (revised)
 13. Policy 5512 - Use of Tobacco by Students (revised)
 14. Policy 6800 - System of Accounting (revised)
 15. Policy 7300 - Disposition of Real Property (revised)
 16. Policy 7434 - Use of Tobacco On School Premises (revised)
 17. Policy 7440.03 - Small Unmanned Aircraft Systems (new)
 18. Policy 8462 - Student Abuse and Neglect (revised)

V. Future Items for Consideration

- A. Public Comment (Nonagenda Items) - 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. Is there anybody who wishes to make a comment?

ACTION ITEMS

REGULAR MEETING
MINUTES
NOVEMBER 2019
CHECK REGISTRIES

BUDGET
AMENDMENT Report
#19-070

FACILITY STUDY
COMMITTEE
RECOMMENDATION
Report #19-071

HS HANDBOOK
REVISION Report
#19-072

NEOLA POLICY
UPDATES Report
#19-073

PUBLIC COMMENT

B. Future Meetings

1. 12/16/19 6:00 pm Special Meeting at the Administration Bldg - Superintendent Evaluation
2. 01/13/20 7:00 pm Board of Education Organizational Meeting, Administration Building

C. Go-Around - Board members provided final remarks and reminders.

FUTURE MEETINGS

VI. Adjournment

- A. Motion by Member Rettig supported by Member Courtade to adjourn the meeting at 9:07 PM. Approved 7-0.

ADJOURNMENT

Respectfully submitted,

Stanley Truskoski, Secretary