



**Kenowa Hills Public Schools**  
**Education inspired.**

**BOARD OF EDUCATION**  
**Organizational Meeting Preliminary Minutes**  
**Monday, January 11, 2021 at 6:00 pm**

The meeting will be held virtually in compliance with P. A. 254 of 2020

**I. Routine and Organizational Business**

- A. Superintendent Hopkins called the meeting to order at 6:01 p.m., which is being held virtually in compliance with P. A. 254 of 2020.
- B. Elected Trustees Melissa Courtade, Erin LaBotz and Stan Truskoski took the ceremonial Oath of Office.
- C. Motion by Member Szczepaniak supported by Member Gustinis to appoint Superintendent Hopkins to serve as temporary chair until a new president is elected and Mary Crawley to serve as temporary secretary until the new secretary is elected . Report #21-000. Temporary Secretary Crawley took a roll-call vote. Motion approved 7 - 0.

	Y N A		Y N A		Y N A		Y N A
Courtade	X ___	Hart	X ___	Storey	X ___	Truskoski	X ___
Gustinis	X ___	LaBotz	X ___	Szczepaniak	X ___		

- D. Superintendent Hopkins (temporary chairperson) opened the meeting with a moment of silence.
- E. Members Present: Courtade, Gustinis, Hart, LaBotz, Storey, Szczepaniak, and Truskoski were present; Superintendent Hopkins, Assistant Superintendent Burde and Director of Finance Gilchrist. Student representatives Madi Bopp and Sara Herweyer were absent.
- F. Motion by Member Courtade supported by Member Gustinis to approve the agenda. Temporary Secretary Crawley took a roll-call vote. Motion approved 7 - 0.

	Y N A		Y N A		Y N A		Y N A
Courtade	X ___	Hart	X ___	Storey	X ___	Truskoski	X ___
Gustinis	X ___	LaBotz	X ___	Szczepaniak	X ___		

**II. Hearings and Correspondence**

- A. Correspondence - None.
- B. Recognition
  - 1. Superintendent Hopkins noted January is Board Appreciation Month and recognized Board of Education members for their dedication to and support for our district.
  - 2. Superintendent Hopkins acknowledged contributions with appreciation. A list of contributors is available upon request.
    - a. Donations from 39 community members of winter apparel for Alpine students.
    - b. 35 Holiday Baskets donations were received for Alpine Families.
- C. Board Communication-Members reported on various events in which they participated.
- D. Community/Board Dialogue (Comments Specific to Board Agenda Items) - None

*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.*

OATH OF OFFICE  
 TEMPORARY CHAIR  
 Report #21-000

MOMENT OF  
 SILENCE  
 ROLL CALL

APPROVE AGENDA

CORRESPONDENCE  
 RECOGNITION

BOE  
 COMMUNICATION  
 COMMUNITY  
 DIALOGUE

### III. Information Items

#### A. Superintendent Report

##### 1. Extended Continuity of Learning (ECOL) Plan

###### a. COVID-19 Data

i. Superintendent Hopkins provided an update on the district positive and quarantine COVID cases. Information was also shared regarding the county and Kenowa Hills community rate of positive cases and quarantine cases. Superintendent Hopkins noted the CDC guidelines has reduced quarantine requirement from 14 days to 10 days, which allows for students and staff who are quarantining the opportunity to return sooner if they do not have symptoms at the end of the quarantine period. The presentation is available upon request.

###### b. Instructional Delivery

i. Elementary students returned to 100% face-to-face instruction today. Superintendent Hopkins shared information about the expected return to 100% in person instruction at the middle and high school with a three-block plus advisory daily schedule.

ii. Superintendent Hopkins noted one concern with this change is the inability to social distance at least six feet in some settings. Studies still show minimal exposure occurs in the school setting especially if face coverings are worn. Social distancing is especially difficult at the Middle School as most classrooms have tables rather than student desks. Board members discussed the cost associated with purchasing desks for middle school students. The district will monitor metrics and will return to the hybrid model, if needed.

iii. Middle and High School winter athletics are due to resume as of January 16, 2021 following MDHHS, MHSAA & KCHD guidance.

###### c. Student Supports

i. Students of special populations will continue to receive their programming supports whether in-person or attending the district's virtual program.

###### d. Two-way Communication

i. Superintendent Hopkins reviewed the two-way communication rates for the weeks following the last board meeting. He noted changes to the daily schedule in February would complicate pupil accounting during the second count period.

##### 2. Bond Construction Update

a. The ECC pre-bid meeting has been held. The bid openings will be held virtually January 19. Post bid interviews will be held January 21 and January 22. The board awards will occur at the Committee of the Whole work session on February 11. Director Luke Scholten will attend the February meeting to provide an overview of the Early Childhood Center plans when the bids need to be approved.

### IV. Organizational Action Items

#### A. Election of Officers. Report #21-001

##### 1. Temporary Chair Hopkins opened nominations for President.

Member Truskoski nominated Member Gustinis supported by Member Storey.

Member Courtade nominated Member Szczepaniak supported by Member Hart.

**Temporary Chair Hopkins, hearing no further nominations for president, closed the nominations.**

Temporary Secretary Crawley took a roll-call vote to elect the President.

Courtade voted for Member Szczepaniak

Gustinis voted for Member Gustinis

Hart voted for Member Szczepaniak

LaBotz voted for Member Gustinis

Storey voted for Member Gustinis

Szczepaniak voted for Member Szczepaniak

Truskoski voted for Member Gustinis

**Member Gustinis was elected President.**

SUPERINTENDENT  
REPORT

ELECTION OF  
OFFICERS  
Report #21-001

PRESIDENT

**2. President Gustinis opened nominations for Vice-President.**

Member Courtade nominated Member Hart supported by Member Szczepaniak.

Member Gustinis nominated Member Storey supported by Member LaBotz.

**President Gustinis, hearing no further nominations for vice-president, closed the nominations.**

Temporary Secretary Crawley took a roll-call vote to elect the Vice-President.

Courtade voted for Member Hart

Gustinis voted for Member Storey

Hart voted for Member Hart

LaBotz voted for Member Storey

Storey voted for Member Storey

Szczepaniak voted for Member Hart

Truskoski voted for Member Storey

**Member Storey was elected Vice-President.**

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

Member Gustinis nominated Member Hart supported by Member Storey. Member Hart declined nomination.

Member LaBotz nominated Member Szczepaniak supported by Member Truskoski.

**President Gustinis, hearing no further nominations for secretary, closed the nominations.**

Temporary Secretary Crawley took a roll-call vote to elect the Secretary.

Courtade voted for Member Szczepaniak

Gustinis voted for Member Szczepaniak

Hart voted for Member Szczepaniak

LaBotz voted for Member Szczepaniak

Storey voted for Member Szczepaniak

Szczepaniak voted for Member Szczepaniak

Truskoski voted for Member Szczepaniak

**Member Szczepaniak was elected Secretary.**

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

Member Truskoski nominated Member Hart supported by Member Storey.

**President Gustinis, hearing no further nominations for treasurer, closed the nominations.**

Secretary Szczepaniak took a roll-call vote to elect the Vice-President.

Courtade voted for Member Hart

Gustinis voted for Member Hart

Hart voted for Member Hart

LaBotz voted for Member Hart

Storey voted for Member Hart

Szczepaniak voted for Member Hart

Truskoski voted for Member Hart

**Member Hart was elected Treasurer.**

- B. Motion by Member Storey supported by Member Truskoski to approve a Schedule of Meetings for the 2021 calendar year. Report #21-002. Motion was revised as listed below.

Motion by Member Szczepaniak supported by Member Truskoski to amend the proposed calendar as written, accepting all Regular Meeting dates, with the need to revisit the Committee of the Whole meeting dates at the Committee of the Whole Meeting on February 11th. Secretary Szczepaniak took a roll-call vote on the revised action item. Motion approved 7 - 0.

	Y	N	A		Y	N	A		Y	N	A		Y	N	A
Courtade	X			Hart	X			Storey	X			Truskoski	X		
Gustinis	X			LaBotz	X			Szczepaniak	X						

VICE-PRESIDENT

SECRETARY

TREASURER

MTG SCHEDULE  
Report #21-002

C. Motion by Member Truskoski supported by Member Storey to approve an Investment Authority Resolution. Report #21-003. Secretary Szczepaniak took a roll-call vote. Motion approved 7 - 0.

	Y N A		Y N A		Y N A		Y N A
Courtade	X ___	Hart	X ___	Storey	X ___	Truskoski	X ___
Gustinis	X ___	LaBotz	X ___	Szczepaniak	X ___		

INVESTMENT  
 AUTHORITY  
 RESOLUTION  
 Report #21-003

D. Motion by Member Truskoski supported by Member Szczepaniak to designate depositories for district funds for the 2021 calendar year. Report #21-004. Secretary Szczepaniak took a roll-call vote. Motion approved 7 - 0.

	Y N A		Y N A		Y N A		Y N A
Courtade	X ___	Hart	X ___	Storey	X ___	Truskoski	X ___
Gustinis	X ___	LaBotz	X ___	Szczepaniak	X ___		

DESIGNATE  
 DEPOSITORIES  
 Report #21-004

E. Motion by Member Storey supported by Member Truskoski to approve a Resolution Authorizing Electronic Transactions of Funds. Report #21-005. Secretary Szczepaniak took a roll-call vote. Motion approved 7 - 0.

	Y N A		Y N A		Y N A		Y N A
Courtade	X ___	Hart	X ___	Storey	X ___	Truskoski	X ___
Gustinis	X ___	LaBotz	X ___	Szczepaniak	X ___		

ELECTRONIC  
 TRANSFER OF  
 FUNDS  
 Report #21-005

F. Motion by Member Truskoski supported by Member Storey to authorize signatures for various accounts. Report #21-006. Secretary Szczepaniak took a roll-call vote. Motion approved 7 - 0.

	Y N A		Y N A		Y N A		Y N A
Courtade	X ___	Hart	X ___	Storey	X ___	Truskoski	X ___
Gustinis	X ___	LaBotz	X ___	Szczepaniak	X ___		

AUTHORIZE  
 SIGNATURES  
 Report #21-006

G. Motion by Member Truskoski supported by Member Storey to appoint the Superintendent or his designee to post all notices on behalf of the Board. Report #21-007. Secretary Szczepaniak took a roll-call vote. Motion approved 7 - 0.

	Y N A		Y N A		Y N A		Y N A
Courtade	X ___	Hart	X ___	Storey	X ___	Truskoski	X ___
Gustinis	X ___	LaBotz	X ___	Szczepaniak	X ___		

POST NOTICES  
 Report #21-007

H. Motion by Member Truskoski supported by Member Storey to approve President Gustinis's appointment of Member Courtade to serve as the District's MASB liaison and Member Courtade to serve as the District's Kent ISD Legislative Network liaison. Report #21-008. Secretary Szczepaniak took a roll-call vote. Motion approved 7 - 0.

	Y N A		Y N A		Y N A		Y N A
Courtade	X ___	Hart	X ___	Storey	X ___	Truskoski	X ___
Gustinis	X ___	LaBotz	X ___	Szczepaniak	X ___		

LEGISLATIVE  
 NETWORK LIAISON  
 Report #21-008

I. Motion by Member Szczepaniak supported by Member Truskoski to appoint the Superintendent or his designee to accept employee resignations and retirements on behalf of the Board of Education. Report #21-009. Secretary Szczepaniak took a roll-call vote. Motion approved 7 - 0.

	Y N A		Y N A		Y N A		Y N A
Courtade	X ___	Hart	X ___	Storey	X ___	Truskoski	X ___
Gustinis	X ___	LaBotz	X ___	Szczepaniak	X ___		

ACCEPT  
 RESIGNATIONS &  
 RETIREMENTS  
 Report #21-009

J. Motion by Member Storey supported by Member Truskoski to authorize the Superintendent to hire on behalf of the Board of Education. Report #21-010. Secretary Szczepaniak took a roll-call vote. Motion approved 7 - 0.

	Y N A		Y N A		Y N A		Y N A
Courtade	X ___	Hart	X ___	Storey	X ___	Truskoski	X ___
Gustinis	X ___	LaBotz	X ___	Szczepaniak	X ___		

AUTHORIZE TO HIRE  
 Report #21-010

K. Motion by Member Storey supported by Member Truskoski to authorize the Superintendent to handle disciplinary matters with students involving long-term suspensions and expulsions as outlined in Report #21-011. Secretary Truskoski took a roll-call vote. Motion approved 7 - 0.

	Y N A		Y N A		Y N A		Y N A
Courtade	X ___	Hart	X ___	Storey	X ___	Truskoski	X ___
Gustinis	X ___	LaBotz	X ___	Szczepaniak	X ___		

AUTHORIZE TO  
 RESOLVE  
 DISCIPLINE  
 Report #21-011

- L. Motion by Member Truskoski supported by Member Gustinis to assign board members to a specific building to be the liaison between the building and the board of education. Report #21-012. Secretary Szczepaniak took a roll-call vote. Motion approved 7 - 0.

BUILDING LIAISONS  
 Report #21-012

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

	Y N A		Y N A		Y N A		Y N A
Courtade	X ___	Hart	X ___	Storey	X ___	Truskoski	X ___
Gustinis	X ___	LaBotz	X ___	Szczepaniak	X ___		

**V. Business Action Items**

- A. Motion by Member Truskoski supported by Member Szczepaniak to approve the consent agenda. Secretary Szczepaniak took a roll-call vote. Motion approved 7 - 0.

ACTION ITEMS

- December 14, 2020 Regular Meeting Minutes
- December General Fund expenditures of \$812,005.87 through and including checks #76861-77080 and payrolls of December 4 and 18, 2020; December School Lunch Fund expenditures of \$15,571.86 through and including checks #10567-10572; December 2020 Building & Site Series I expenditures of \$11,302.75 including check #76860; December 2018 Building & Site Series II expenditures of \$190,398.12 through and including checks #15267-15274; Student Activity Check Register expenditures of \$4,256.75 through and including checks #12889-12894.

12/14/20 REGULAR  
 MEETING MINUTES  
 CHECK REGISTRIES

	Y N A		Y N A		Y N A		Y N A
Courtade	X ___	Hart	X ___	Storey	X ___	Truskoski	X ___
Gustinis	X ___	LaBotz	X ___	Szczepaniak	X ___		

- B. Motion by Member Truskoski supported by Member LaBotz to approve the 2019-2020 annual reports. Report #21-013. Secretary Szczepaniak took a roll-call vote. Motion approved 7 - 0.

ANNUAL REPORTS  
 Report #21-013

	Y N A		Y N A		Y N A		Y N A
Courtade	X ___	Hart	X ___	Storey	X ___	Truskoski	X ___
Gustinis	X ___	LaBotz	X ___	Szczepaniak	X ___		

- C. Motion by Member Truskoski supported by Member Szczepaniak to reconfirm the Extended Continuity of Learning (ECOL) Plan that was originally approved on September 28, 2020 as required by Public Act 149, Section 98a. Report #21-014. Secretary Szczepaniak took a roll-call vote. Motion approved 7 - 0.

RECONFIRM ECOL  
 Report #21-014

	Y N A		Y N A		Y N A		Y N A
Courtade	X ___	Hart	X ___	Storey	X ___	Truskoski	X ___
Gustinis	X ___	LaBotz	X ___	Szczepaniak	X ___		

- D. Motion by Member Truskoski supported by Member Storey to authorize up to \$100,000 for the purchase of Middle School desks based on the MiDeal bid, if needed, to improve social distancing during the pandemic following bid specifications. Secretary Szczepaniak took a roll-call vote. Motion approved 7 - 0.

	Y N A		Y N A		Y N A		Y N A
Courtade	X ___	Hart	X ___	Storey	X ___	Truskoski	X ___
Gustinis	X ___	LaBotz	X ___	Szczepaniak	X ___		

**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 - Board members and those at the board table made final remarks and announcements.

**VI. Adjournment**

A. Motion by Member Truskoski supported by Member Storey to adjourn the meeting at 9:09 p.m.  
Secretary Szczepaniak took a roll-call vote. Motion approved 7 - 0.

	Y	N	A		Y	N	A		Y	N	A		Y	N	A
Courtade	X			Hart	X			Storey	X			Truskoski	X		
Gustinis	X			LaBotz	X			Szczepaniak	X						

PUBLIC COMMENT

FUTURE MEETINGS

GO AROUND

ADJOURNMENT

Respectfully submitted,

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Eric-John Szczepaniak, Secretary