



Kenowa Hills Public Schools

VALUE. SUPPORT. EMPOWER.

BOARD OF EDUCATION
Organizational Meeting Preliminary Minutes
Monday, January 8, 2024 at 5:00 pm
Kenowa Hills 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 5:00 p.m. at Kenowa Hills Administration Building, 2325 Four Mile Road NW, Grand Rapids, MI. 49544
- B. Motion by Member Hart supported by Member Courtade to appoint Superintendent Hopkins to serve as temporary chair until a new president is elected and Administrative Assistant to the Superintendent Julie Lanka to serve as Temporary Secretary until the secretary is elected. Report #24-000. **Motion carries 7-0.**
- C. Superintendent Hopkins opened the meeting with a moment of silence.
- D. Members Present: Courtade, Gustinis, Hart, LaBotz, Roberts, Robinson, and Turner are present; Superintendent Hopkins, Assistant Superintendent Dinkelmann, and Director of Finance Gilchrist along with student representative Ronan Jameyson is present. Jake Jonker joined the meeting at 5:05 pm.
- E. Motion by Member LaBotz supported by Member Courtade to approve the agenda. **Motion carries 7-0.**

II. Hearings and Correspondence

- A. Recognition
 - 1. Board of Education Appreciation Month
- B. Correspondence
- C. Board Communication - Members reported on various district events in which they participated.

III. Information Items

- A. Department of Teaching and Learning
 - 1. Annual Education Reports - Assistant Superintendent Dinkelmann noted this annual requirement is being shared as an information item. This will be an action item under the Consent Agenda at the upcoming Regular Meeting. These reports would then be posted on the transparency page of the District website.
- B. Finance
 - 1. Security Radio Communications Purchase Recommendation - This purchase was recommended in the security assessment. This is an information item with subsequent action being sought at the upcoming Regular Meeting. An update on actions taken in response to security assessment will be provided at future meetings.
 - 2. December 2023 Check Register
 - 3. Investment Income
 - a. Bond Funds
 - b. Investment Holdings
 - 4. Condensed Fund Statement

TEMPORARY CHAIR #24-000

MOMENT OF SILENCE

ROLL CALL

APPROVE AGENDA

CORRESPONDENCE

RECOGNITION

BOE COMMUNICATION

TEACHING & LEARNING

FINANCE

- C. Policy Revisions/Replacements (Second Reading)
 - 1. Policy 0122 - Board Powers (Revised)
 - 2. Policy 1420 - School Administration Evaluation (Revised)
 - 3. Policy 3120 - Employment of Professional Staff (Revised)
 - 4. Policy 3130.01 - Placement of Teachers (Revised)
 - 5. Policy 3131 - Layoff and Recall of Teachers (Replacement)
 - 6. Policy 3142 - Probationary Teachers (Revised)
 - 7. Policy 3220 - Professional Staff Evaluation (Revised)

POLICY REVISIONS

IV. Public Comment: One person commented.

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. Any person in violation of the policy for disruptive conduct will be asked to leave. Any threats or suggestions of violence will be turned over to law enforcement.

V. Organizational Action Items

A. Election of Officers. Report #24-001

1. Temporary Chair Hopkins opened nominations for President.

Member Gustinis nominated Member LaBotz, and she accepted.

Member Robinson nominated Member Gustinis, who respectfully declined.

Member Courtade nominated Member Hart, who accepts.

ELECTION OF OFFICERS
#24-001

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

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

Courtade voted for Member Hart

Gustinis voted for Member LaBotz

Hart voted for Member Hart

LaBotz voted for Member LaBotz

Roberts voted for Member LaBotz

Robinson voted for Member LaBotz

Turner voted for Member LaBotz

Member LaBotz was elected President, by a 5-2 vote.

PRESIDENT

2. President LaBotz opened nominations for Vice-President.

Member Courtade nominated Member Roberts, who respectfully declined.

Member Robinson nominated Member Gustinis, who accepted.

President LaBotz, hearing no further nominations for Vice-President, closed the nominations.

Member Gustinis was elected Vice-President by a 7-0 vote.

VICE-PRESIDENT

3. President LaBotz opened nominations for Secretary.

Member Turner nominated Member Hart, who declined.

Member Gustinis nominated Member Courtade, who accepted.

President LaBotz, hearing no further nominations for Secretary, closed the nominations.

Member Courtade was elected Secretary by a 7-0 vote.

SECRETARY

4. President LaBotz opened nominations for Treasurer.

Member Courtade nominated Member Hart, who accepted.

President LaBotz, hearing no further nominations for Treasurer, closed the nominations.

Member Hart was elected Treasurer by a 7-0 vote.

TREASURER

- B. Motion by Member Hart supported by Member Courtade to approve a Schedule of Meetings for the 2024 calendar year. Report #24-002. **Motion carries 7-0.**

MTG SCHEDULE #24-002

- C. Motion by Member Hart supported by Member Courtade to approve an Investment Authority Resolution. Report #24-003. **Motion carries 7-0.**
- D. Motion by Member Courtade supported by Member Robinson to designate depositories for district funds for the 2024 calendar year. Report #24-004. **Motion carries 7-0.**
- E. Motion by Member Courtade supported by Member Gustinis to authorize signatures for various accounts. Report #24-005. **Motion carries 7-0.**
- F. Motion by Member Courtade supported by Member Hart to appoint the Superintendent or his designee to post all notices on behalf of the Board. Report #24-006. **Motion carries 7-0.**
- G. Motion by Member Hart supported by Member Courtade to appoint the Superintendent or his designee to accept support staff resignations and retirements on behalf of the Board of Education. Report #24-007. **Motion carries 7-0.**
- H. Motion by Roberts supported by Gustinis to authorize the Superintendent to hire support staff on behalf of the Board of Education. Report #24-008. Discussion ensued. A request is made to provide a plan in which a Human Resource professional is hired who will implement an improved framework of human resources practices to ensure transparency, and a strict adherence to human resources protocols, the District vision and District mission. **Motion carries 7-0.**
- I. Motion by Member Courtade supported by Member Turner to authorize the Superintendent handle disciplinary matters with students involving long-term suspensions and expulsions as outlined in Report #24-009. Discussion raised a point that a prior request was made by the BoE to add an ombudsman or student representative (staff) as some form of due process in discipline (searches, etc- to ensure that the student is aware of their rights). This execution of this request needs to be explored. **Motion carries 7-0.**
- J. Motion by Member Hart 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 #24-010. **Motion carries 7-0.**

INVESTMENT
 AUTHORITY RESOLUTION
 #24-003

DESIGNATE
 DEPOSITORIES #24-004

DESIGNATE AUTHORIZED
 SIGNATURES #24-005

POST NOTICES #24-006

ACCEPT RESIGNATIONS
 & RETIREMENTS #24-
 007

AUTHORIZE TO HIRE
 #23-008

AUTHORIZE TO RESOLVE
 DISCIPLINE #24-009

BUILDING LIAISONS #24-
 010

BUILDING	BOARD MEMBER
Early Childhood Center	Turner and Hart
Alpine Elementary	LaBotz
Central Elementary	Roberts
Zinser Elementary	Robinson
Middle School	Hart and Turner
High School	Gustinis
Pathways High School	Courtade

Hart motioned, supported by Courtade, to add a second Public Comment section as item K to the agenda. **Motion carries 7-0.**

President LaBotz moved the meeting to a short recess at 6:20 pm. The meeting resumed at 6:24 pm.

K. Public Comment: There were 4 speakers who made comment.

VI. Business Action Items

- A. Motion by Member Robinson supported by Member Courtade to approve the consent agenda. **Motion carries 7-0.**
 - 1. December 18, 2023 Regular Meeting Minutes
 - 2. December General Fund expenditures of \$422,090.99 through and including checks #81767- 81854 and payrolls of December 1, 15, and 29, 2023; December School Lunch Fund expenditures of \$45,530.46 through and including checks #11067 - 11080; Student Activity Check Register expenditures of \$18,972.21 through and including checks #97070 - 97085.
 - 3. Certified Staff Personnel Report
- B. Motion by Member Courtade supported by Member Turner to approve the Policy Revisions and Replacements as listed in Report #24-011. **Motion carries 6-1.**

ACTION ITEMS

12/18/23 REGULAR
 MEETING MINUTES
 CHECK REGISTRIES

POLICY REVISIONS #24-
 011

- C. Motion by Member Courtade supported by Member Roberts to approve the Preliminary Qualification Application for the 2024 Bond Election. Report #24-012. **Motion carries 7-0.**

VII. Future Items for Consideration

- A. Future Meetings - schedule available upon request
- B. Go Around

VIII. Adjournment

- A. Seeing no additional agenda items, President LaBotz adjourned the meeting at 7:09 pm.

Respectfully submitted,

Melissa Courtade, Secretary

PRELIMINARY
QUALIFICATION
APPLICATION FOR 2024
BOND ELECTION.
REPORT #24-012

FUTURE MEETINGS

GO AROUND

ADJOURNMENT