



Kenowa Hills Public Schools

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BOARD OF EDUCATION

Committee of the Whole Work Session Preliminary Minutes

6:30 p.m., Monday, November 13, 2023

Kenowa Hills Administration Building

2325 Four Mile Road NW, Grand Rapids MI 49544

I. Routine Business

- A. A Committee of the Whole Meeting of the Board of Education was called to order at 6:31 p.m. at the Kenowa Hills Administration Building, 2325 Four Mile Road NW, Grand Rapids, MI.
- B. President Hart opened the meeting with a moment of silence.
- C. Members Present: Courtade, Gustinis, Hart, LaBotz, Roberts, Robinson and Turner are present. Student Representatives Jacob (Jake) Jonker and Ronan Jameyson, Superintendent Hopkins, Assistant Superintendent Dinkelmann, and Director Gilchrist are also present.
- D. Motion by Member Courtade supported by Member LaBotZ to approve the agenda.
Motion passes 7-0.

CALL TO ORDER

MOMENT OF SILENCE

ROLL CALL

APPROVE AGENDA

II. Recognition and Correspondence

- A. Recognition - Superintendent Hopkins acknowledged several individuals and organizations for their contribution to the District.
- B. Correspondence - None
- C. Board Communication - Members reported on various district events in which they participated during the past couple of weeks.

RECOGNITION

CORRESPONDENCE

BOE COMMUNICATION

III. Discussion/Information Item

- A. Board Operating Norms
 - 1. The Board reviewed the newly proposed Board Operating Norms, which will be on the agenda for action at the 11/27/23 Board Regular meeting.
- B. Succession Planning
 - 1. The Board will add an agenda item to the 12/11/23 meeting to briefly discuss plans for succession as a Board ahead of the upcoming January Organizational meeting.
- C. Practice and Competition Fields Study
 - 1. The Board reviewed the timeline and proposed scope of work for a possible Bond Special Election on May 7, 2024.
- D. Finance - Director Gilchrist provided a financial summary for the items that follow.
 - 1. October 2023 Check Register
 - 2. Condensed Fund Statement
 - 3. Investment Incomes

BOARD OPERATING
NORMS

SUCCESSION
PLANNING

PRACTICE AND
COMPETITION FIELDS

FINANCE

- 4. FY2023 Audit
- 5. Summer Tax Resolution
- 6. Box Truck Lift
- 7. Therapy Dog Budget and Expenses

E. Policy Additions/Revisions (First Reading) - Superintendent Hopkins shared the proposed new policy and revisions to the current policies listed below.

- 1. Policy 1540 - Administrative Staff Reduction/Recalls (New)
- 2. Policy 2370.1 - Online/Blended Learning Program (Revised)
- 3. Policy 7217 - Weapons (Revised)
- 4. Policy 7540.03 - Student Technology Acceptable Use and Safety (Revised)
- 5. Policy 8305 - Information Security (Technical Correction)
- 6. Policy 8531 - Free and Reduced Price Meals (Revised)

F. Superintendent's Report - Superintendent Hopkins provided an update on information and data related to COVID and associated grant funding. He also shared photos and provided an update on the construction progress at the Middle School.

- 1. Continuity of Services and COVID -19 Update
- 2. Bond Construction Update

G. Marketing Update - The most recent report from Galapagos Marketing is included with highlights provided to the Board.

POLICY
ADDITIONS/REVISIONS
REPORT

SUPERINTENDENT'S
REPORT

MARKETING UPDATE

IV. Public Comment - 2 attendees provided comments.

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.

PUBLIC COMMENT

V. Action Items

A. Motion by Member Courtade supported by Member Turner to approve the Consent Agenda. **Motion passes 7-0.**

- 1. October 23, 2023 Regular Meeting Minutes
- 2. October 2023 General Fund expenditures of \$1,412,745.41 through and including checks #81391 through 81576 and payrolls of October 6 and 20, 2023; October School Lunch Fund expenditures of \$33,731.18 through and including checks #11043-11054; 2023 Series II Debt Fund expenditures of \$50.00 on check #1; Capital Projects expenditures of \$56,460.00 including checks #3-5; 2018 Building and Sites Series II expenditures of \$334,466.32 including checks #15365-15366; 2020 Building and Site Series I expenditures of \$888,875.15 through and including checks #22-24; 2020 (2023) Series II Building Site expenditures of \$2,500.00 on check # 8; Activity Check Register expenditures of \$19,175.49 through and including checks #97040-97057.

3. Certified Staff Personnel Report

ACTION ITEMS

CONSENT AGENDA

Approval of MINUTES

CHECK REGISTER

CERTIFIED STAFF
PERSONNEL REPORT

VI. Future Items for Consideration

A. Future Meetings

1. 11/27/23 6:30 pm Regular Board of Education Meeting - High School
2. 12/11/23 6:00 pm Special Meeting (Superintendent Evaluation) - Administration Building
3. 12/18/23 6:30 pm Regular Board of Education Meeting - Middle School
4. 01/08/24 6:00 pm Organizational Meeting - Administration Building

B. Go-Around

VII. Adjournment

- A. Seeing no additional agenda items, President Hart adjourned the meeting at 10:04 p.m.

FUTURE MEETINGS

ADJOURNMENT

Respectfully submitted,

Danielle M. S. Roberts, Secretary