



Kenowa Hills Public Schools

VALUE. SUPPORT. EMPOWER.

BOARD OF EDUCATION
Committee of the Whole Preliminary Minutes
Monday, November 11, 2024 at 6:30 pm
Kenowa Hills Administration Building
2325 4 Mile Rd NW, Grand Rapids, MI 49544

I. Routine and Organizational Business

- A. President LaBotz called the Committee of the Whole Meeting to order at 6:30 p.m. at the Administration Building, 2325 4 Mile Rd NW, Grand Rapids, MI, 49544.
- B. President LaBotz opened the meeting with a moment of silence, acknowledging with appreciation and gratitude to all Veterans for their unwavering sacrifices in protecting our freedoms.
- C. Members Present: Gustinis, Hart, LaBotz, Roberts, Robinson, and Turner are present. Superintendent Hopkins, Assistant Superintendent Dinkelmann, Director of Finance Gilchrist, and Student Representatives Mya Gray and Chay'ce Smith are also present. Member Courtade is absent. President LaBotz appoints Member Roberts to serve as temporary secretary.
- D. Motion by Member Hart supported by Member Gustinis to approve the agenda. Discussion ensued.
 Motion by Turner supported by Member Robinson to ammend the agenda to remove action item C. **Motion passes 6-0.**
 Motion by Member Turner supported by Member Robinson to approve the ammended agenda. **Motion passes 6-0.**

CALL TO ORDER

MOMENT OF SILENCE

ROLL CALL

AMMEND AGENDA

APPROVE AGENDA

II. Recognition and Correspondence

- A. Recognition - Superintendent Hopkins expressed gratitude for the individuals and businesses who made various contributions to the District.
- 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. FY2024 Audit Presentation Sherrie Blankenship, Maner Costerisan
 The District's financial statements received an unmodified opinion, the highest opinion that can be granted. No material weaknesses or significant deficiencies found with internal controls. The Elementary and Secondary School Emergency Relief Funds (ESSER) and Child Nutrition Cluster were the major federal programs also audited. The financial statements for these programs also received an unmodified opinion, and there were no material weaknesses or significant deficiencies found within these programs. A management letter was issued for the excess fund balance in food service funds, which will require the District to implement a plan to spend down this fund balance. The excess fund balance is due to free breakfast and free lunch. The general fund balance grew to \$6.377M (13%).
- B. Office of Teaching and Learning
 Elementary Level Student Achievement Action Plans - Asst. Superintendent Dinkelmann and Alpine
 1. Principal Snyder discussed the Action Plans that are being implemented at the elementary level to positively impact student achievement.
- C. Finance
 1. October 2024 Check Register
 2. Condensed Fund Statement

FY2024 AUDIT

OFFICE OF TEACHING
& LEARNING

FINANCE

3. Investment Income
4. Baseball/Softball Lighting and Fixtures Award Recommendation
5. Annual Summer Tax Resolution

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D. Superintendent's Report

1. Purchase of Real Property First Amendments - Superintendent Hopkins provided an update on the progress toward purchasing the real property that will be funded through the community's support of the 2024 bond proposal. The acquisition is going slower than anticipated; however, parties remain committed to process. All due diligence has been completed with the exception of the environmental studies. Superintendent Hopkins noted time extensions to the original purchase agreements have been executed and the amendments to the agreements do not require board action, as anticipated.

E. Policy Revisions/Additions (1st Reading)

1. Policy 1130 – Conflict of Interest (Revised)
2. Policy 3110 – Conflict of Interest (Revised)
3. Policy 3120.08 – Employment of Personnel for Co-Curricular/Extra-Curricular Activities (New)
4. Policy 4110 – Conflict of Interest (Revised)
5. Policy 5330.02 – Opioid Antagonists (Revised)
6. Policy 5340 – Student Accidents (Revised)
7. Policy 5500 – Student Conduct (Revised)
8. Policy 6110 – Grant Funds (Revised)
9. Policy 6111 – Internal Controls (Revised)
10. Policy 6112 – Cash Management of Grants (Revised)
11. Policy 6114 – Cost Principles – Spending Federal Funds (Revised)
12. Policy 6325 – Procurement – Federal Grants/Funds (Revised)
13. Policy 6550 – Travel Payment & Reimbursement (Revised)
14. Policy 7310 – Disposition of Surplus Property (Revised)
15. Policy 7450 – Property Inventory (Revised)
16. Policy 7540.09 – Artificial Intelligence (New)
17. Policy 8321 – Criminal Justice Information Security (Revised)

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 Robinson to approve the Consent Agenda. **Motion passes 6-0.**
 1. October 28, 2024 Regular Meeting Minutes
 2. November 6, 2024 Special Meeting Minutes

SUPERINTENDENT'S
REPORT

POLICY REVISIONS &
ADDITIONS

PUBLIC COMMENT

CONSENT AGENDA

3. October 2024 Check Register: General Fund expenditures of \$1,291,179.27 including checks 83838 through 84012: School Lunch Fund expenditures of \$133438.64 for checks 11183 through 11201: Capitol Project expenditures of \$9,013.95 using check #16: 2022 Building and Site Series expenditures of \$505,542.99 including checks #69-74: 2024 Athletic Bond Series expenditures of \$77,752.03 including checks 19-22: Student Activity expenditures of \$19,48.68 including checks 97290 through 97307. The total expenditures for the month were \$2,034,355.56.
4. Certified Staff Personnel Report
5. MHSAA Alpine Skiing Cooperative Agreement

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- B. Motion by Member Hart supported by Member Turner to approve the 2023-2024 Audit Report as prepared and presented by Maner Costerison, PC. Report #24-0057. **Motion passes 6-0.**

FY2024 AUDIT
ACTION REPORT #24-
0057

	Y	N	A		Y	N	A		Y	N	A
Courtade	___	___	A	Hart	Y	___	___	Roberts	Y	___	___
Gustinis	Y	___	___	LaBotz	Y	___	___	Robinson	Y	___	___
								Turner	Y	___	___

- C. Purchase of Real Property First Amendments - this item is **withdrawn from the agenda** as Wesley and Roxanne Roth (sellers) and the District (buyers) are working to finalize an amendment to each purchase agreement to extend the time periods for the seller to complete its obligations and the purchaser to complete its due diligence, as well as the terms and conditions to the purchase agreements relating to such extension. The Board previously authorized the Superintendent within the initial purchase agreements to negotiate and enter into amendments to address extensions of time related to due diligence issues.

PURCHASE OF REAL
PROPERTY
AMENDMENTS
ACTION REPORT #24-
0058

VI. Future Items for Consideration

- A. Future Meetings
1. 11/25/24 6:30 pm Regular Board Meeting - Pathways High School
 2. 12/11/24 6:00 pm Special Meeting - Superintendent Evaluation @ Administration Building
 3. 12/16/24 6:30 pm Regular Board Meeting @ Zinser Elementary
 4. 01/13/25 6:00 pm Organizational Meeting @ Administration Building
- B. Go Around

FUTURE MEETINGS

GO AROUND

VII. Adjournment

- A. Seeing no additional agenda items, President LaBotz adjourned the meeting at 8:04 pm.

ADJOURNMENT

Respectfully submitted,

_____, Temporary Secretary