



**Kenowa Hills Public Schools
Education inspired.**

BOARD OF EDUCATION

**Committee of the Whole Minutes Preliminary Minutes
Monday, March 14, 2022 at 6:00 PM
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 6:00 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, Truskoski; Superintendent Hopkins, Assistant Superintendent Dinkelman and Director Gilchrist are also present along with Student Representatives Elise Zahrt and Alex Cappendyk. Member Szczepaniak is absent.

President Hart appointed Trustee Roberts to serve as temporary secretary.

- D. Motion by Courtade supported by LaBotz to approve the agenda. **Motion approved 6-0.**

II. Public Comment - No 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.

III. Hearings and Correspondence

- A. Recognition - None
- B. Correspondence - None
- C. Board Communication - Members reported on various events in which they participated during the past couple of weeks.

IV. Discussion/Information Item

- A. Strategic Planning Update
 - 1. Assistant Superintendent Dinkelman provided an update on the Strategic Planning process. The task force is currently drafting goals and objectives based on stakeholder feedback. The draft goals and objectives will be presented to the Board in April.
 - 2. The Board reviewed stakeholder feedback of the recommended revised mission and vision statements. Mission - "KHPS values, supports, and empowers ALL learners." Vision - "Kenowa Hills Public Schools will provide meaningful learning experiences for every student, every day." Core Values will also be updated single word/phrases such as Equity, Meaningful Learning, Relationships, Diversity, Community, Communication, Growth Mindset, Safety.

CALL TO ORDER

MOMENT OF SILENCE

ROLL CALL

APPROVE AGENDA

PUBLIC COMMENT

RECOGNITION

CORRESPONDENCE

BOE COMMUNICATION

STRATEGIC PLAN

3. Next steps were reviewed and discussed.

B. Office of Teaching and Learning

TEACHING & LEARNING

1. Course Proposals (First Reading)

a. Honors Biology (High School)

An experience for our Freshman to prepare for possible AP Biology in the future. Will incorporate labs that have shifted out of current AP classes.

b. Recreation Event Planning and Administration (High School)

One semester course for sophomore/juniors to learn more about the extensive process of event management/hospitality; budgeting/vendors/concessions, etc. The performance assessment for this course will be the Gus Macker event held at the High School to incorporate real world experience.

C. Finance

FINANCE & FACILITIES

1. February 2022 Check Register

2. Bond Funds Investment Income

a. Interest Income

b. Investment Summary

3. Condensed Fund Statement - Director Gilchrist noted the food service revenue from February is not included. The food service revenue from February and March will be included next month.

4. FY22 Budget Amendment

a. Director Gilchrist noted the food service fund balance continues to increase in large part due to the federal meal program that has been expanded throughout the pandemic.

b. A significant portion of the food service fund balance will be used to purchase kitchen equipment for the middle school as well as construction work within the kitchen and cafeteria at the middle school.

c. The amendment to the general fund budget anticipates use of nearly \$300K from fund balance but assumes all accounts will be depleted.

d. Director Gilchrist noted about \$1M of the budget included one-time expenses.

D. Policy

POLICY

1. Resolution Regarding Temporary Changes to Substitute Teacher Requirements

a. This resolution acknowledges existing applicable policies do not align with legislation that allows non-certified staff to serve as substitute teachers. This resolution expires with the law on June 20, 2022.

E. Marketing

MARKETING

a. Marketing report from Galapagos LLC is included in the board packet.

F. Superintendent's Report

1. Proposed 2022-23 School of Choice Numbers
 - a. Recommendation to publish 170 open seats for the Kent County School of Choice program. This is the same number of slots available and filled for this school year.
 - b. Anticipate lowering school of choice openings in future years as residential growth in our district increases.
2. Goal Areas/Goals
 - a. Discussed Superintendent Hopkins' goals, strategies, and criteria for success.
3. COVID Update
 - a. One current case of COVID in the district.
 - b. MDHHS updated its mitigation measures to reflect post-surge, recovery phase. Quarantining is no longer necessary.

SUPERINTENDENT
REPORT

V. Action Items

- A. Motion by Roberts supported by Courtade to approve the Consent Agenda. **Motion approved 6-0.**

ACTION ITEMS
CONSENT AGENDA

1. February 28, 2022 Regular Meeting Minutes
2. February 2022 General Fund expenditures of \$1,368,811.83 through and including checks #78565-78694 and payrolls of February 11 and 25, 2022; February School Lunch Fund expenditures of \$23,867.25 through and including checks #10700-10710; Debt Fund 3X expenditures of \$1,376.41 through and including checks #78611 & 78638; 2018 Building and Site Series expenditures of \$79,982.60 through and including check #15343-15344; 2020 Building and Site Series expenditures of \$342,318.27 through and including checks #78566-78572; Activity Check Register expenditures of \$1,819,269.86 through and including checks #96536-96541.

V. Future Items for Consideration

- A. Future Meetings
1. 03/28/22 7:00 pm Regular Board of Education Meeting - Central Elementary
 2. 04/13/22 6:00 pm Committee of the Whole Meeting - Administration Building
 3. 04/25/22 7:00 pm Regular Board of Education Meeting - Early Childhood Ctr

FUTURE MEETINGS

- B. Go-Around

VI. Adjournment

- A. Seeing no additional agenda items, President Hart adjourned the meeting at 8:07 p.m.

ADJOURNMENT

Respectfully submitted,

Danielle Roberts, Acting Secretary