

**PROPOSED MINUTES OF THE REGULAR MEETING
OF THE
HOLLAND BOARD OF EDUCATION**

**The School District of the City of Holland
Ottawa County, Michigan
June 20, 2022**

I. CALL TO ORDER - ROLL CALL - WELCOME – President Colburn welcomed all physical attendees and online participants and call the meeting to order at 6:00 p.m.

- The meeting was conducted in a hybrid format with in-person for board members and district administration and all others were able to attend in person or via Zoom. Public comments were made in person or via Zoom. Board members may be contacted via the District website.
- To join via Zoom this was the link:
<https://us02web.zoom.us/j/82733637188?pwd=ck1nYkFaOS9CSW1BMHIDL3hoVXZXUT09>
- The process for participating during the public comment session was completed by any interested party sending a chat to Superintendent Cassidy via the chat room in the identified link above. The individual needed to submit first and last name, address, and topic for comment. Anyone from the public attending in person, provided space allows, must submit a written public comment card 30 minutes in advance of the meeting to the Board Secretary.

ROLL CALL:

BOARD: Trustees Colburn, Falstad, Marroquin, McKay, Meyer, Woltman, and Ybarra

ADMINISTRATION: Superintendent Cassidy, Associate Superintendents Headley-Nordman and McCloud, Director Craner, Supervisor Plooster, and Administrative Assistant Kooiker (recorder)

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF CONSENT AGENDA

A. APPROVAL OF AGENDA

1. Regular Business Meeting of June 20, 2022
2. Consent Agenda for June 20, 2022

B. APPROVAL OF MINUTES

1. May 16, 2022, Regular Business Meeting
2. June 8, 2022, Special Meeting, Closed Session
3. June 13, 2022, Budget Hearing
4. June 14, 2022, Special Meeting

Moved by Diane Ybarra, supported by Linda Falstad, that the Board of Education approves the Consent Agenda for June 20, 2022.

Roll Call Vote:

Ayes: Colburn, Falstad, Marroquin, McKay, Meyer, Woltman, and Ybarra

Nays: None

The motion was unanimously approved.

IV. HPS CELEBRATES

A. MDE SEAL OF BILITERACY RECIPIENTS (Round 2): Lynette Brander, EL Coordinator & Instructional Coach Introduced students who received Bi-literacy Seals on their diplomas.

V. PUBLIC COMMENTS: There were no public comments.

VI. PERSONNEL REPORT AND/OR RECOMMENDATIONS

Superintendent Cassidy recommended the following personnel action:

A. Resignation:

- **James Fredenberg**, HHS Science Teacher, effective June 7, 2022.
- **Jacob Newhouse**, currently on extended leave, effective May 20, 2022.
- **Kirsten Gibson-Stannis**, currently on extended leave, effective May 16, 2022.

Moved by Linda Falstad, supported by Mike McKay, that the Board of Education approve, with regret, the resignation of: James Fredenburg, Jacob Newhouse, and Kirsten Gibson-Stannis.

Roll Call Vote:

Ayes: Colburn, Falstad, Marroquin, McKay, Meyer, Woltman, and Ybarra

Nays: None

The motion was unanimously approved.

B. Hiring:

- **Kelsey Hanson**, Science Teacher, Holland High School, effective August 22, 2022.
- **Connor Fowler**, Physical Education Teacher, HLA and Jefferson, effective August 22, 2022.
- **Christine Lampen**, Math Teacher, Holland High School, effective August 22, 2022.
- **Patrick LeMay**, Special Education Teacher, Holland High School, effective August 22, 2022.

Moved by Diane Ybarra, supported by Phil Meyer, that the Board of Education approved a probationary contract to: Kelsey Hanson, Connor Fowler, Christine Lampen, and Patrick LeMay.

Roll Call Vote:

Ayes: Colburn, Falstad, Marroquin, McKay, Meyer, Woltman, and Ybarra

Nays: None

The motion was unanimously approved.

VII. BOARD COMMITTEES and STUDY SESSION REPORTS AND/OR RECOMMENDATIONS

A. TEACHING FOR LEARNING – The committee met on June 6, 2022.

Agenda Review and Roll Call: The meeting was called to order at 5:30 p.m.

Present:

Board: Trustees Falstad, Marroquin, and Meyer

Administration: Superintendent Cassidy, Associate Superintendents Headley-Nordman and McCloud

Public Comments: There were no public comments.

Office of School Improvement: Associate Superintendent McCloud provided updates on the following:

- Biliteracy Seal - Lynette Brander provided information
 - Updated Powerpoint was shared by Lynette Brander
 - Clarification of what the Biliteracy Seal requires including credentials colleges are paying attention to more
- YAS Update
 - Updated information including the use of YAS data impacting MICIP (Michigan Integrated Continuous Improvement Process), Title Funding and other Grants, Community Partner support such as OCSN and to provide timely resources to HPS students and families
 - Powerpoint shared with key highlights and referenced questions for parent preview on their website (also linked in the PowerPoint)

Office of Student Services: Associate Superintendent Headley-Nordman provided updates on the following:

- Certificate of Completion courses/requirements for board consideration and approval

Moved by Phil Meyer, supported by Tim Marroquin, that the Board of Education approve three levels of Certificate Completion for students who have not met the requirements for Michigan Merit Curriculum.

Roll Call Vote:

Ayes: Colburn, Falstad, Marroquin, McKay, Meyer, Woltman, and Ybarra

Nays: None

The motion was unanimously approved.

- Special Education Updates

Superintendent Updates: Superintendent Cassidy provided updates on the following:

- Early Release Updates
- MTSS Updates
- Staffing and Hiring updates on building level administrators.

Other: No other items were discussed.

Adjournment: The meeting adjourned at 6:29 p.m.

STRATEGIC PLAN FOCUS AREAS

ACADEMICS/PROGRAM GOAL:

Holland Public Schools will provide educational excellence that meets the needs of each student in all district programs in safe, secure and predictable learning environments.

FAMILY AND COMMUNITY PARTNERSHIP GOAL:

Holland Public Schools will support and engage staff, family and community partnerships through ongoing communication, involvement and accountability that lead to student success.

FINANCE AND OPERATIONS GOAL:

Holland Public Schools will establish and implement a sustainable budget that supports district

programs, building infrastructure and facility master plan.

HUMAN SERVICES GOAL:

Holland Public Schools will recruit, develop and retain team members who demonstrate a high degree of proficiency, community partners that support the vision/mission and volunteers who assist in the implementation.

B. FINANCE AND PROPERTY COMMITTEE – The committee met on June 7, 2022.

Agenda Review and Roll Call: The meeting was called to order at 4:00 p.m.

Present:

Board: Trustees McKay, Woltman, and Ybarra

Administration: Superintendent Cassidy, Director Powers, and Supervisor Plooster

Public Comments: There were no public comments.

Finance & Property: Director Powers provided an update on the following:

- Financial Reports for May 2022: Director Powers reviewed the general fund budget to actual report and the capital project listing report for the month of May.
- 2021-22 Budget Amendment: Director Powers shared information regarding updated budget projections for the current fiscal year in advance of Board action requested at the June 20 regular meeting.

Moved by Mark Woltman, supported by Mike McKay, that the Board of Education approve amending the following 2021-22 budgets as presented: General Fund and Special Revenue Funds. [Attachment A]

Roll Call Vote:

Ayes: Colburn, Falstad, Marroquin, McKay, Meyer, Woltman, and Ybarra

Nays: None

The motion was unanimously approved.

- 2022-23 Budget Development: Director Powers shared information regarding the proposed budget resolution for the upcoming fiscal year in advance of Board action requested at the June 20 regular meeting.

Moved by Mark Woltman, supported by Diane Ybarra, that the Board of Education approve the 2022-23 Budget Resolution. [Attachment B]

Roll Call Vote:

Ayes: Colburn, Falstad, Marroquin, McKay, Meyer, Woltman, and Ybarra

Nays: None

The motion was unanimously approved.

- 2022 Tax Millages: Director Powers shared information regarding the 2022 tax levies for the operating millage, the debt millage, and the sinking fund millage in advance of Board action requested at the June 20 regular meeting.

Moved by Mark Woltman, supported by Diane Ybarra, that the Board of Education approve the 2022 tax levies as presented and authorize the Board Secretary and President to execute the 2022 Tax Rate Request to be provided to the County and various taxing units. [Attachment C]

Roll Call Vote:

Ayes: Colburn, Falstad, Marroquin, McKay, Meyer, Woltman, and Ybarra

Nays: None

The motion was unanimously approved.

- Food Service Vehicle: Director Powers reviewed a request from Food Service to purchase a second delivery vehicle utilizing Food Service Fund resources. Due to the difficulty in obtaining a vehicle of this type in the current economic climate, Superintendent Cassidy authorized moving forward as an “emergency purchase”.

The vehicle was sold before the District could finalize arrangements. In light of this, administration recommended and the Committee agreed to recommend the following board action:

Motion by Mark Woltman, supported by Mike McKay, that the requirement for multiple quotes be set aside for the purchase of a food service vehicle and that the Superintendent be authorized to approve such purchase in an amount not to exceed \$60,000 from the Food Service Fund, with the transaction being brought back to the Board for review at a meeting immediately subsequent to the transaction.

Roll Call Vote:

Ayes: Colburn, Falstad, Marroquin, McKay, Meyer, Woltman, and Ybarra

Nays: None

The motion was unanimously approved.

- iMac Computer Replacements: Director Thelen discussed a request to purchase replacement iMac computers for labs at the high school utilizing the Sinking Fund.

Motion by Mark Woltman, supported by Phil Meyer, that the District purchase 40 iMac computers for two High School labs from Apple, Inc. for \$55,160.00 from the Building & Site Sinking Fund.

Roll Call Vote:

Ayes: Colburn, Falstad, Marroquin, McKay, Meyer, Woltman, and Ybarra

Nays: None

The motion was unanimously approved.

Superintendent Report: Superintendent Cassidy provided an update on the following:

- Personnel Report - Superintendent Cassidy provided updates on building level administrators.
- Food Service Vehicle

Other: No other items were discussed.

Adjournment: The meeting adjourned at 5:10 p.m.

STRATEGIC PLAN FOCUS AREAS

ACADEMICS/PROGRAM GOAL:

Holland Public Schools will provide educational excellence that meets the needs of each student in all district programs in safe, secure and predictable learning environments.

FAMILY AND COMMUNITY PARTNERSHIP GOAL:

Holland Public Schools will support and engage staff, family and community partnerships through ongoing communication, involvement and accountability that lead to student success.

FINANCE AND OPERATIONS GOAL:

Holland Public Schools will establish and implement a sustainable budget that supports district programs, building infrastructure and facility master plan.

HUMAN SERVICES GOAL:

Holland Public Schools will recruit, develop and retain team members who demonstrate a high degree of proficiency, community partners that support the vision/mission and volunteers who assist in the implementation.

C. EXECUTIVE COMMITTEE – The committee met on June 8, 2022.

Agenda Review and Roll Call: The meeting was called to order at 4:00 p.m.

Present:

Board: Trustees Colburn, Woltman, and Ybarra

Administration: Superintendent Cassidy

Public Comments: There were no public comments.

Superintendent Updates:

- MHSAA Membership Resolution for Renewal: Superintendent Cassidy brought forward the MHSAA membership resolution for consideration at the regular meeting of the Board in June.

Moved by Diane Ybarra, supported by Linda Falstad, that the Board of Education approved the 2022-2023 MHSAA Membership Resolution as presented. [Attachment D]

Roll Call Vote:

Ayes: Colburn, Falstad, Marroquin, McKay, Meyer, Woltman, and Ybarra

Nays: None

The motion was unanimously approved.

- MASB Membership Renewal: Superintendent Cassidy brought forward the MASB membership renewal for consideration at the regular meeting of the Board in June.

Moved by Diane Ybarra, supported by Phi Meyer, that the Board of Education approved the MASB Membership renewal as presented.

Roll Call Vote:

Ayes: Colburn, Falstad, Marroquin, McKay, Meyer, Woltman, and Ybarra

Nays: None

The motion was unanimously approved.

- Staffing and Personnel Updates: Superintendent Cassidy provided updates on building level administrators.

Study Session Agenda Construction: Committee members planned the agenda for the June Study Session Meeting based upon the discussions at Teaching for Learning, Finance & Property, Executive Committee, and matters arising.

Other: The committee discussed the board vacancy interview process.

Adjournment: The meeting adjourned at 4:56 p.m.

STRATEGIC PLAN FOCUS AREAS

ACADEMICS/PROGRAM GOAL:

Holland Public Schools will provide educational excellence that meets the needs of each student in all district programs in safe, secure and predictable learning environments.

FAMILY AND COMMUNITY PARTNERSHIP GOAL:

Holland Public Schools will support and engage staff, family and community partnerships through ongoing communication, involvement and accountability that lead to student success.

FINANCE AND OPERATIONS GOAL:

Holland Public Schools will establish and implement a sustainable budget that supports district programs, building infrastructure and facility master plan.

HUMAN SERVICES GOAL:

Holland Public Schools will recruit, develop and retain team members who demonstrate a high degree of proficiency, community partners that support the vision/mission and volunteers who assist in the implementation.

D. BOARD STUDY SESSION – The committee met on June 13, 2022.

Agenda Review and Roll Call: Vice President Ybarra welcomed all participants and called the meeting to order at 6:00 p.m. in the Board Training Room of the District Administration Building, 320 West 24th Street.

ROLL CALL:

BOARD: Trustees Falstad, Marroquin, McKay, Meyer, Woltman, and Ybarra

EXCUSED: Trustee Colburn

ADMINISTRATION: Superintendent Cassidy, Associate Superintendent Pennington, Director Powers, Assistant Director Clawson, and Supervisor Plooster

Public Comments: There were no public comments.

GRCC Presentation: Travis Williams, Jennifer Owens & Kyle Mayer presented information on GRCC and the potential benefits of annexation in Ottawa County in order for Holland residents to have access to in-district tuition.

Annual Bullying Report to Board: Dr. Anna Clawson provided an annual report to the Board of the number of reports of bullying in the district for 2021-2022 per state definition and reporting guidelines.

Committee Reports:

- a. Finance & Property Committee Report: Director Powers shared budget updates.
- b. Teaching for Learning Committee Report: There were no questions, comments or clarifications from the meeting on June 6, 2022.

- c. Executive Committee Report: There were no questions, comments or clarifications from the meeting on June 8, 2022.
- d. Personnel Report: Superintendent Cassidy recommended the following administrative personnel actions this evening:

Resignation:

- **Rakendra Davis**, English Teacher, Holland Early College, effective June 7, 2022.

Moved by Mark Woltman, supported by Linda Falstad, that the Board of Education approve the resignation of: Rakendra Davis.

Roll Call Vote:

Ayes: Falstad, Marroquin, McKay, Meyer, Woltman and Ybarra

Nays: None

The motion was unanimously approved.

Extended Leave:

- **Jennifer Heinritz**, 1st Grade Teacher, Jefferson School, Career Exploration Leave for the 2022-2023 school year.

Moved by Phil Meyer, supported by Linda Falstad, that the Board of Education approve the following Extended Leave – Career Exploration Leave for Jennifer Heinritz.

Roll Call Vote:

Ayes: Falstad, Marroquin, McKay, Meyer, Woltman and Ybarra

Nays: None

The motion was unanimously approved.

Administrative Hires:

- **Rakendra Davis**, Holland Middle School Assistant Principal, effective July 1, 2022.
- **Sara Folkert**, Jefferson Elementary School Principal, effective July 1, 2022.
- **Jennifer Heinritz**, Jefferson Elementary School Assistant Principal, effective July 1, 2022.
- **Tyler Weavers**, Assistant Chief Financial Officer, effective July 1, 2022.

Moved by Phil Meyer, supported by Mike McKay, that the Board of Education approve the administrative hires of: Rakendra Davis, Sara Folkert, Jennifer Heinritz, and Tyler Weavers.

Roll Call Vote:

Ayes: Falstad, Marroquin, McKay, Meyer, Woltman and Ybarra

Nays: None

The motion was unanimously approved.

Administrative Appointment

- **Andrea Mehall**, Holland High School Principal, effective July 1, 2022.

Moved by Mark Woltman, supported by Linda Falstad, that the Board of Education approve the administrative appointment of Andrea Mehall.

Roll Call Vote:

Ayes: Falstad, Marroquin, McKay, Meyer, Woltman and Ybarra

Nays: None

The motion was unanimously approved.

- e. HEA / Board Communications Report: Trustees McKay and Meyer provided an update on the HEA/Board Communications meeting from May 26, 2022.
- f. Holland Educational Foundation Report: Trustee Falstad provided an update.

Board Meeting Agenda Construction: Board Members planned the agenda for the June 20, 2022 Board Meeting.

Budget Approval, Purchase of iMacs, Food Service Vehicle approval, Budget Amendment, Tax Millage, Legislative Updates, and Personnel Updates.

Other: There will be no committee meetings in July. A Board Study Session will be held on July 6th. The regular School Board Meeting will be held on July 18, 2022.

Adjournment: The meeting adjourned at 7:20 p.m.

STRATEGIC PLAN FOCUS AREAS

ACADEMICS/PROGRAM GOAL:

Holland Public Schools will provide educational excellence that meets the needs of each student in all district programs in safe, secure and predictable learning environments.

FAMILY AND COMMUNITY PARTNERSHIP GOAL:

Holland Public Schools will support and engage staff, family and community partnerships through ongoing communication, involvement and accountability that lead to student success.

FINANCE AND OPERATIONS GOAL:

Holland Public Schools will establish and implement a sustainable budget that supports district programs, building infrastructure and facility master plan.

HUMAN SERVICES GOAL:

Holland Public Schools will recruit, develop and retain team members who demonstrate a high degree of proficiency, community partners that support the vision/mission and volunteers who assist in the implementation.

VIII. SUPERINTENDENT'S/CABINET REPORT AND/OR RECOMMENDATIONS

1. Superintendent Open Office Hours: Superintendent Cassidy announced open office hours for 2022-23 will begin in September. More information will be posted on the district's website in August. If you would like to reach Superintendent Cassidy please email him:
ncassidy@hollandpublicschools.org.
2. School of Choice Window: Superintendent Cassidy announced the non-resident School of

Choice window June 1-30, 2022.

3. Current Legislative Initiatives: Superintendent Cassidy shared information on recent legislative action.

There is currently a stand-off in the Legislature around budget. This is normal as they enter negotiations, but we hope to have answers on our foundation allowance and budget within the next few weeks.

“Let MI Kids Learn initiative did not collect enough signatures. We will discuss this under “other” and review MASB’s suggested resolution.

Legislation proposed “Kids Not Red Tape Act of 2022” would extend a waiver on school meals through 2023 to continue with free meals to students through next school year.

Superintendent Cassidy thanked Mike McKay for his service to Holland Public Schools and this community.

4. Administrative Contracts: Superintendent Cassidy brought forward the recommendation for the following contract renewals:

- Associate Superintendent Headley-Nordman, one-year contract

Moved by Phil Meyer, supported by Diane Ybarra, that the Board of Education approve the contract for Associate Superintendent Headley-Nordman through June 30, 2023.

Roll Call Vote:

Ayes: Colburn, Falstad, Marroquin, McKay, Meyer, Woltman, and Ybarra

Nays: None

The motion was unanimously approved.

- Associate Superintendent McCloud, two-year contract

Moved by Linda Falstad, supported by Phil Meyer, that the Board of Education approve a contract for Associate Superintendent McCloud through June 30, 2024.

Roll Call Vote:

Ayes: Colburn, Falstad, Marroquin, McKay, Meyer, Woltman, and Ybarra

Nays: None

The motion was unanimously approved.

IX. OTHER:

MASB Resolution Opposing “Let MI Kids Learn” Voucher Initiatives: Trustee Meyer shared information on the proposed resolution.

Moved by Phil Meyer, supported by Diane Ybarra, that the Board of Education approve the MASB Resolution Opposing “Let Mi Kids Learn” Voucher Initiative. [Attachment E]

Roll Call Vote:

Ayes: Colburn, Falstad, Marroquin, McKay, Meyer, Woltman, and Ybarra

Nays: None

The motion was unanimously approved.

Meeting Schedule Update for July: Superintendent Cassidy updated the board on the meeting schedule for July.

- Board Study Session will meet on July 6, 2022, 5:30 p.m.
- Regular Board Meeting will meet as scheduled on July 18, 2022, 6:00 p.m.

X. **ADJOURNMENT:** President Colburn adjourned the meeting at 6:30 p.m.

Approved as presented: _____
Linda Falstad, Secretary