

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

---

**The School District of the City of Holland  
Ottawa County, Michigan  
July 18, 2022**

---

**I. CALL TO ORDER - ROLL CALL - WELCOME** – President Colburn welcomed all physical attendees and online participants and called 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 can be made in person. Board members may be contacted via the District website.
- To join via Zoom here is the link:  
<https://us02web.zoom.us/j/82733637188?pwd=ck1nYkFaOS9CSW1BMHIDL3hoVXZXUT09>.

**ROLL CALL:**

**BOARD:** Trustees Austin-Roberts, Colburn, Falstad, Marroquin, Meyer, and Woltman

**Excused:** Trustee Ybarra

**ADMINISTRATION:** Superintendent Cassidy, Associate Superintendents Headley-Nordman, McCloud, and Pennington, Assistant CFO Weavers, and Administrative Assistant Kooiker (recorder)

**II. PLEDGE OF ALLEGIANCE**

**III. APPROVAL OF CONSENT AGENDA**

**A. APPROVAL OF AGENDA**

1. Regular Business Meeting of July 18, 2022
2. Consent Agenda for July 18, 2022

**B. APPROVAL OF MINUTES**

1. June 20, 2022, Regular Business Meeting

**Moved by Phil Meyer, supported by Mark Woltman, that the Board of Education approves the Consent Agenda for July 18, 2022.**

Roll Call Vote:

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

Nays: None

The motion was unanimously approved.

**IV. OATH OF OFFICE**

- A. CONSTITUTIONAL OATH OF OFFICE** - District board recorder and District notary Beth Kooiker administered the Oath of Office to Bree Austin-Roberts appointed June 14, 2022.

**I, Bree Austin-Roberts, do solemnly swear that I will support the Constitution of the United States and the Constitution of this State, and that I will faithfully discharge the duties of the Office of Member of the Board of Education of the School District of the City of Holland,**

**Michigan, according to the best of my ability.**

- B. BOARD OF EDUCATION OATH OF OFFICE - Superintendent Cassidy administered the HPS Board of Education Oath of Office to Bree Austin-Roberts.

As an elected member of the Board of Holland Public Schools, I accept the high honor and trust that has been placed in me to ensure that the children of this district receive the best education possible with an uncompromising commitment to student achievement in a 21<sup>st</sup> Century learning environment. In accepting this position, I hold the pursuit of that goal as my sacred duty. To that end, I hereby swear that I will:

- Place the interests of children above all others in every decision that I make;
- Uphold all applicable federal and state laws and regulations;
- Abide by the policies of the Board, and work with my fellow Board members to change those policies as needed to improve student learning;
- Maintain board focus on the achievement of all students in accordance with our non-discrimination policy;
- Not use my position for personal or partisan gain;
- Model continuous learning in my role as a member of the governance team;
- Maintain a strategic plan for the district that clearly defines success and accountability for the board, the staff, and our students;
- Focus on the policy work of the Board and monitor progress on the indicators of success in our strategic plan, leaving the day to day operation of the district to the superintendent and staff;
- Base my decisions upon available facts, vote my convictions, avoid bias, and uphold and support the decisions of the majority of the board once a decision is made;
- Work to build trust between and among board members and the superintendent by treating everyone with dignity and respect, even in times of disagreement;
- Maintain the confidentiality of privileged information including that shared in executive sessions of the board;
- Recognize that the authority rests only with majority decisions of the board and will make no independent commitments or take any independent actions that may compromise the board as a whole;
- Refer constituent complaints and concerns to the appropriate person within the district chain of command; and
- Respect the leadership roles of the board chair and superintendent.

I will maintain fidelity to these commitments and will be held accountable by my fellow board members should I fail to live up to this oath. So help me, God.

Trustee Bree Austin-Roberts agreed to uphold the oath.

**V. PUBLIC COMMENTS:** There were no public comments.

**VI. PERSONNEL REPORT AND/OR RECOMMENDATIONS**

Associate Superintendent Pennington recommended the following personnel action:

A. Resignations:

- **Nicole Dykstra**, Transitional Kindergarten Teacher, West School, effective July 11, 2022.
- **Christopher Grapis**, Middle School Band Director, Holland Middle School, effective July 11,

2022.

- **Emily Sanders**, Spanish Teacher, Holland High School, effective July 11, 2022.

**Moved by Linda Falstad, supported by Phil Meyer, that the Board of Education approve, with regret, the resignation of: Nicole Dykstra, Christopher Grapis, and Emily Sanders.**

Roll Call Vote:

Ayes: Austin-Roberts, Colburn, Falstad, Marroquin, Meyer, and Woltman

Nays: None

The motion was unanimously approved.

B. Hiring:

- **Hanna Barrs**, Kindergarten Teacher, Holland Heights, effective August 22, 2022.
- **Laine Hoeffel**, 5th Grade Teacher, Jefferson School, effective August 22, 2022.
- **Brysyn McHenry**, Spanish Teacher, Holland High School, effective August 22, 2022.
- **Elizabeth McKeever**, 3rd Grade Teacher, Jefferson School, effective August 22, 2022.
- **Isabella Smith**, Kindergarten Teacher, Jefferson School, effective August 22, 2022.
- **Kara Thomazin**, School Social Worker, West School, effective August 22, 2022.
- **Kelsey Warner**, 1st Grade Teacher, Jefferson School, effective August 22, 2022.

**Moved by Mark Woltman, supported by Tim Marroquin, that the Board of Education approves a probationary contract to: Hanna Barrs, Laine Hoeffel, Brysyn McHenry, Elizabeth McKeever, Isabella Smith, Kara Thomazin, and Kelsey Warner.**

Roll Call Vote:

Ayes: Austin-Roberts, Colburn, Falstad, Marroquin, Meyer, and Woltman

Nays: None

The motion was unanimously approved.

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

A. Teaching for Learning, Finance and Property and Executive Committees did not meet in July.

B. BOARD STUDY SESSION – The committee met on July 6, 2022.

Agenda Review and Roll Call: President Colburn welcomed all participants and called the meeting to order at 5:30 p.m. in the Board Training Room of the District Administration Building, 320 West 24<sup>th</sup> Street.

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

EXCUSED: Trustee Ybarra

ADMINISTRATION: Superintendent Cassidy, Associate Superintendents Headley-Nordman and Pennington, Directors Craner and Powers, Assistant CFO Weavers, and Supervisor Plooster

Public Comments: There were no public comments.

Administrative Personnel Report And/Or Recommendations: Superintendent Cassidy recommended the following administrative personnel actions this evening::

A. Resignation:

- **Zachary Kapla**, HHS Social Studies Teacher, effective June 20, 2022.

**Moved by Linda Falstad, supported by Mark Woltman, that the Board of Education approve the resignation of Zachary Kapla.**

The motion was unanimously approved.

B. Administrative Hire:

- **Zachary Kapla**, Holland High School Assistant Principal, effective July 1, 2022.

**Moved by Phil Meyer, supported by Linda Falstad, that the Board of Education approve the administrative hire of Zachary Kapla as High School Assistant Principal.**

The motion was unanimously approved.

High School Disc Golf: Jeff Kordich, Holland Early College Math Teacher presented a draft proposal for 18-hole disc golf on the Holland High Campus.

Special Education Audit Report: Associate Superintendent Headley-Nordman shared results of the "Targeted Technical Assistance Cycle Final Report for Holland Public Schools." Jessica Domingues, OAISD Director of Special Education Accountability & Technical Assistance also attended the meeting.

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

- Financial Reports for June 2022: Director Powers reviewed the general fund budget to actual report and the capital project listing report for the month of June.
- Operating Millage Renewal: Director Powers discussed the operating millage renewal to be placed on the November ballot. The following resolution will be acted on at the July 18, 2022, regular board meeting:
- Resolution to place the Operating Millage proposition on the November 8, 2022, ballot.

**Moved by Linda Falstad, supported by Phi Meyer, that the Board of Education approve the Operating Millage Resolution as presented.** [Attachment A]

Roll Call Vote:

Ayes: Austin-Roberts, Colburn, Falstad, Marroquin, Meyer, and Woltman

Nays: None

The motion was unanimously approved.

Personnel Report: Associate Superintendent Pennington updated the committee on personnel items.

Superintendent Updates:

- Discussion regarding meeting format and continued use of Zoom
- Update on Teacher Collaboration Time
- Update on In District Community College options

Board Meeting Agenda Construction: Board Members planned the agenda for the July 18, 2022 Board Meeting.

Other: No other items were discussed.

Adjournment: The meeting adjourned at 7:03 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](mailto:ncassidy@hollandpublicschools.org).

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

HB 6326 creates a nine-member School Safety and Mental Health Commission, which would consult with behavioral and mental health experts to support at-risk youth, reduce youth suicides, and strengthen the overall mental health of school-age children.

HB 6323 creates new ISD positions solely dedicated to school safety and mental health. Each ISD would hire one Mental Health Coordinator and one Safety and Security Coordinator who would serve as point people for school safety plans, grant opportunities, mental health and security strategies, and other issues.

HB 6331 provides guidance on modern security measures when constructing new school buildings.

HB 6320 instructs schools to update their safety plans every 3 years in consultation with the ISD safety coordinator.

HB 6332 encourages more school resource officers in schools to work with students.

HB 6327 adds OK2Say contact information to school ID cards.

HB 6329 ensures reporting/tips the OK2Say program receives are passed on to local law enforcement and the new ISD coordinators.

HB 6319 requires more active shooter drills with at least one drill that includes local law enforcement involvement.

HB 6324 and 6325 create uniform definitions statewide for school safety terms such as lockdowns to foster better communication during crisis events.

**IX. OTHER:** No other items were discussed.

**X. ADJOURNMENT:** President Colburn adjourned the meeting at 6:18 p.m.

Approved as presented: \_\_\_\_\_  
Linda Falstad, Secretary