

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

**The School District of the City of Holland
Ottawa County, Michigan
December 20, 2021**

I. CALL TO ORDER - ROLL CALL - WELCOME – President Meyer welcomed all physical attendees and online participants and called the meeting to order at 7:04 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 could be made in person or via Zoom. Board members may be contacted via the District website.
- To join via Zoom here is the link:
<https://us02web.zoom.us/j/81697844751?pwd=U0tvUnNqMGlhUkdwVGRrOFIrR1NsQT09>
- The process for participating during the public comment session was completed by any interested party sending a chat to Superintendent Keelean via the chat room in the identified link above. The individual needs 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 (Virtual), Meyer, Woltman and Ybarra

ADMINISTRATION: In-person attendance: Interim Superintendent Cassidy, Deputy Superintendent Sherwood, Director Craner, and Administrative Assistant Kooiker (recorder)

ADMINISTRATION: Virtual attendance: Associate Superintendent McCloud and Director McZee

ADMINISTRATORS: Virtual attendance: Katie Pennington and Kyle Kreps

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF CONSENT AGENDA

A. APPROVAL OF AGENDA

1. Regular Business Meeting of December 20, 2021
2. Consent Agenda for December 20, 2021

B. APPROVAL OF MINUTES

1. November 15, 2021, Regular Business Meeting
2. November 30, 2021, Special Meeting

Moved by Liz Colburn, supported by Linda Falstad, that the Board of Education approve the Consent Agenda for December 20, 2021.

Roll Call Vote:

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

Nays: None

The motion was unanimously approved.

IV. PUBLIC COMMENTS

- Kate Brink, 6234 Woodcliff St. Mask mandate – Would like parents to have the choice and requested the mask mandate be removed.

V. HPS CELEBRATES

Holland Public Schools recognized Delynne Miller and the cast of A Year with Frog and Toad. Delynne Miller talked about the show and the inclusion of DHH students.

VI. DEPUTY SUPERINTENDENT REPORT

- A. COVID Update
 - a. Dashboard
 - b. Emergency Testing Standard
- B. Heights Storm Sewer Easement

Moved by Linda Falstad, supported by Mike McKay, that the Board approve the Storm Sewer Easement Agreement with Progressive Brighton, LLC., to construct, install, repair, maintain, and replace a Storm Sewer across so much of Parcel A, as presented. [Attachment A]

Roll Call Vote:

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

Nays: None

The motion was unanimously approved.

VII. PERSONNEL REPORT AND/OR RECOMMENDATIONS

Deputy Superintendent Sherwood will recommend the following personnel action:

A. Resignations:

- **Elizabeth Sullivan**, TK Teacher, West School, effective December 17, 2021.
- **Reganne Diener**, Special Education Teacher, Holland Heights School, effective December 17, 2021.

Moved by Liz Colburn, supported by Diane Ybarra, that the Board of Education approves, with regret, the resignation of: Elizabeth Sullivan and Reganne Diener.

Roll Call Vote:

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

Nays: None

The motion was unanimously approved.

B. Hiring:

- **Juan Carlos Soberanes-Cervantes**, Spanish Teacher, Holland High School, effective November 30, 2021.

Moved by Mark Woltman, supported by Linda Falstad, that the Board of Education approves a probationary contract for: Juan Carlos Soberanes-Cervantes.

Roll Call Vote:

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

Nays: None

The motion was unanimously approved.

VIII. FINANCE & PROPERTY REPORT AND/OR RECOMMENDATIONS

A. Summer Tax Collection

Moved by Tim Marroquin, supported by Diane Ybarra, that the Board of Education approve the Summer Tax Collection resolution as presented. [Attachment B]

Roll Call Vote:

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

Nays: None

The motion was unanimously approved.

B. GMB Architecture & Engineering Contract

Moved by Liz Colburn, supported by Mike McKay, that the Board of Education authorizes administration to execute the contract with GMB Architecture & Engineering for services related to the 2021 Bond as presented. [Attachment C]

Roll Call Vote:

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

Nays: None

The motion was unanimously approved.

C. Owen-Ames-Kimball Construction Management Contract

Moved by Linda Falstad, supported by Diane Ybarra, that the Board of Education authorizes administration to execute the contract with Owen-Ames-Kimball for services related to the 2021 Bond as presented. [Attachment D]

Roll Call Vote:

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

Nays: None

The motion was unanimously approved.

Trustee Falstad suggested adding a link on our website showing the progress and transparency of Build 2021.

IX. EXECUTIVE COMMITTEE AND STUDY SESSION REPORTS AND/OR RECOMMENDATIONS

- A. EXECUTIVE COMMITTEE MEETING – President Meyer reported on the December 8, 2021, Executive Committee meeting.

VISION STATEMENT

Holland Public Schools

The Choice for Educational Excellence

Compassionate Staff, Leading Edge Programs, Committed Community

Right for Me

MISSION STATEMENT

Embrace, Engage, and Empower each student for success in an ever-changing world.

Present:

Board: Trustees Colburn, Meyer, and Ybarra (attended via Zoom)

Administration: Interim Superintendent Cassidy

Agenda Review and Roll Call: President Meyer called the meeting to order at 3:00 p.m.

Public Comments: There were no public comments.

Check-In: Checking in with Interim Superintendent Cassidy.

- a. Interim Superintendent Cassidy provided updates regarding School Safety, including the upcoming review of policies and procedures
- b. Provided some updates on communication out to the community regarding school safety
- c. Cassidy provided updates on staffing changes and updates

Draft communication to CLT/DLT: President Meyer asked for feedback on a message to send to CLT/DLT which will ask for feedback regarding the Superintendent Search and check in regarding how they are doing through the transition.

Mentor: Interim Superintendent Cassidy provided an update regarding a mentor that will be provided through MASA. It will be Ben Mainka, Superintendent of Swartz Creek Schools.

ESSER Follow-up: Discussion regarding next steps after the ESSER application is submitted. The financial outlook for HPS was discussed including how ESSER funds have been used and further

suggestions on how they may be spent to meet immediate needs and also how they must support financial stability with the district.

DEI status: Discussions began on the effectiveness and direction of Holland Public's commitment to Equity and Inclusion. Further discussion will be forthcoming.

Reach Out: Interim Superintendent Cassidy provided updates on community partners and initial contact.

- a. ODC, Holland Heights back on track
- b. Partners

Next Week's meeting:

- a. MASB conference
- b. HEA Communications Meeting report
- c. Search Process

Business and Organizational Meeting:

- a. Agenda – December 20, 2021
- b. Election of Officers
- c. Board Committee Structure

Monthly Report from CLT members: Feedback will be sought from CLT members regarding the Superintendent Search process.

Adjournment: The meeting adjourned at 4:00 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. STUDY SESSION – Trustee Colburn and Ybarra reported on the December 6 and 13, 2021, Study Session Meetings.

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<https://us02web.zoom.us/j/4700114259?pwd=ZGNjeiBEa0djbDU3QTZGTjdMTDJ3Zz09>

Meeting ID: 470 011 4259

Passcode: AMSp6u

Agenda Review and Roll Call: President Meyer welcomed all participants and called the meeting to order at 5:30 p.m..

- o The meeting was conducted in a hybrid format with in-person for board members and district administration and all others may attend in person or via Zoom. Public comments could be made in person or via Zoom. Board members may be contacted via the District website.
- o To join via Zoom here was the link:
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- o The process for participating during the public comment session was completed by any interested party sending a chat to Interim 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.

Present: Trustees Colburn (virtual), Falstad, Marroquin, Meyer, McKay, Woltman, and Ybarra

Administration: Interim Superintendent Cassidy, Deputy Superintendent Sherwood, Associate Superintendent Headley-Nordman, Directors Craner, McZee and Powers, and Supervisor Plooster

Public Comments:

- Lisa Whiteman, (via Zoom) 1161 Alden Ct., Holland, MI 49423. Gratitude for the board in their involvement in the Superintendent process and to Nick Cassidy for temporarily filling the role of Interim Superintendent.

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

- Results of Survey and follow-up Town Hall for ESSER-III submission

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

- Financial reports for November 2021
- GMB contract presented
- OAK contract presented
- Summer Tax Collection resolution

Superintendent Update: Interim Superintendent Cassidy provided an update on the following:

- Goals and Notes from Week 1
- Interim Superintendent contract

Moved by Diane Ybarra supported by Mark Woltman that the Interim Superintendent contract be approved.

Roll Call Vote:

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

Nays: None

The motion passed unanimously.

Deputy Superintendent Report: Deputy Superintendent Sherwood provided updates on the following:

- Personnel/Department Report
 - i. Heights Property Easement
 - ii. Transportation Routes
- COVID Update
- Staffing

Director of Equity/Inclusion Updates: Director McZee provided updates on the following:

- WMCAT Update: Citizen's Advisory Committee.
- Dr. Martin Luther King Jr. Celebration

Holland Education Foundation Report: Trustee Colburn provided an update.

Board Meeting Agenda Construction: Board Members planned the agenda for the December 20, 2021 Board Meeting.

Other: No other items were discussed

Adjournment: The meeting was adjourned at 6:27 p.m.

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Meeting ID: 470 011 4259
Passcode: AMSp6u

Agenda Review and Roll Call: President Meyer welcomed all participants and called the meeting to order at 5:32 p.m.

- o The meeting was conducted in a hybrid format with in-person for board members and district administration and all others may attend in person or via Zoom. Public comments could be made in person or via Zoom. Board members may be contacted via the District website.
- o To join via Zoom here was the link:
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Present: Trustees Colburn, Falstad, Marroquin, McKay, Meyer, Woltman, and Ybarra.

Administration: Interim Superintendent Cassidy, Associate Superintendent's Headley-Nordman (virtual) and McCloud (virtual), Directors Craner and McZee (virtual), Assistant Director Clawson (virtual) and Accounting Supervisor Plooster (virtual).

Administrators: Katie Pennington (virtual).

Public Comments: There were no public comments.

MASB (Michigan Association of School Boards): Secretary Falstad provided an update and shared resolutions presented at MASB conference.

- Charter Public Schools will now be called Public School Academies
- Strategic Plan Goals and Accountability
- Social Emotional Learning and Supports

HEA Communications: Trustee McKay provided an update.

Superintendent Search Update and Discussion:

- Timeline
- Process
- Involving Key Stakeholders

Other: No other items were discussed.

Adjournment: The meeting adjourned at 6:26 p.m.

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

1. Interim Superintendent Open Office Hours: Interim Superintendent Cassidy announced open office hours scheduled for Thursday, January 6, 8:00 a.m. at the District Administration Office, Lincoln Conference Room. Interim Superintendent Cassidy will host open office hours on the first Thursday of each month at 8:00 a.m. If you would like to reach Interim Superintendent Cassidy please email him: ncassidy@hollandpublicschools.org.
2. Current Legislative Initiatives: Interim Superintendent Cassidy shared information on recent legislative action and Updates from the Health Department including safety protocols moving into 2nd Semester.

Superintendent Cassidy was able to participate in a meeting with State Superintendent Michael Rice last week who spoke extensively about the need to address our teacher shortage.

Why - In 2011 the legislature decreased funding by \$470 per student which resulted in teacher and staff pay freezes and reductions, layoffs, higher class sizes, and fewer support staff. Educators were mandated to pay a greater share of health insurance and retirement costs. This also came around the same time with the requirement of student growth data from state tests and consequences tied to teacher evaluations.

From 2013/14 to 2019/20 teacher preparation programs saw nearly a 50% reduction of students entering the colleges of education.

This has increased the number of positions deemed as critical shortage areas (ELL, Special Education, World Language among them)

The biggest factors educators have given when leaving the profession state-wide are compensation and working conditions.

Suggested Next Steps from the Michigan Department of Education:

- Grow Your Own

- provide opportunities for support staff to become teachers
- Develop programs for students with an interest in teaching to explore
- Grants available to support these programs
- Recruitment of Formerly Certified Educators to try to get them back into the classroom
- Alternative Certification Programs and Special Education Certification Flexibility

Additional Legislative Efforts Needed (some highlights)

- An investment in \$300-\$500 million over the next 5 years is the beginning of the effort to recruit and retain the number of high-quality educators for our students in Michigan
- Tuition and other expense reimbursements for students making a commitment to teaching
- Loan Forgiveness for current teachers who are working to pay off college loans
- Scholarships for high school seniors who aspire to commit to a career of teaching
- supporting and mentoring new teachers
- Stipends for student teachers to help defray their living expenses

Other Updates:

Using Virtual Instruction to Provide Scheduling Flexibility and Clarity on 75% attendance requirements.

The attendance requirement has been amended in section 101 from what existed during the 2020-21 school year. For the 2021-22 school year, districts will need to measure attendance daily as was required by law prior to the pandemic. As such, districts will need to have at least 180 days where district-wide attendance was at least 75% to avoid a deduction in state aid payments. If we fall below the 75% attendance for a day, we would still receive funding for that day, but it would be adjusted and based on a lower rate. If it was determined to reschedule that day, and add it to the end of the year, the required attendance rate would then be 60% for those days. We are in a good position right now as we have missed 2 days.

Without having the flexibility that we had last year in seat time requirements, it makes it extremely difficult for us to be able to offer any form of remote instruction that would count towards a school day. We do have the ability to use 21f to schedule students in virtual classes.

Covid Updates:

Message from the Ottawa County Health Department-

"HPS has done an exceptionally good job managing COVID spread at school. Your staff are very well trained, dedicated, and careful and your stats show it. Much of the time you have one of the lowest rates of COVID cases among the nine public school districts combined with one of the higher levels of vaccination coverage. Your efforts are paying off for staff, students and the Holland community."

The mask mandate will be lifted by the Health Department as of Jan. 2nd, which will mark 60 days after the vaccine was available for all school-aged kids.

Taken from the Ottawa County Department of Public Health - 8/8/21

THIS ORDER is effective immediately and remains in effect until 60 days past the date COVID-19 vaccine is authorized or approved by the FDA and available to persons in prekindergarten through grade six, or community transmission for Ottawa County is categorized as "Low" by the CDC for at least seven consecutive days, or until further notice from the Administrative Health Officer.

However, school guidance for contact tracing with the Health Department's quarantine guidelines have not changed. As of right now, with all students masking, most students identified as close contacts who do not show symptoms can still come to school. If we rescind our current mask policy at school, we would have had dozens of students and several staff members out on quarantine in November and December.

I am committed to keeping our doors open, staff in classrooms, and students in seats.

Factors to consider when making a decision to continue masking:

- With current contact tracing and quarantine guidelines, too many students and staff would be out of school. This could impact our ability to staff classrooms and/or reach the attendance threshold.
- Our current cases are considerably higher than they were at this time last year with our transmission rates more than double what threshold is for "high transmission". We are at 22% positivity rates. Above 10% is considered "High"
- Health Department recommendations are still that masks be worn.
- Enforcing masking of spectators at sporting events is nearly impossible, especially when surrounding districts have different guidelines. These are optional events, whereas school is required. We will be investing in signage urging spectators to wear masks, to social distance, and to follow covid protocols.
- Schools still have legal authority and responsibility to protect students from Covid 19 and the Michigan Occupational Health and Safety Act creates a duty for employees to provide 'a place of employment that is free from recognized hazards that are causing, or likely to cause, death or serious physical harm to the employee.'" See the article from The Network for Public Health Law.

Interim Superintendent Cassidy's recommendation to the board is to continue with our current mask policy, with an adjustment to after school activities and making masking strongly encouraged for spectators at sporting events. Athletes will follow the same covid protocols that have been in place. However, I feel it is in our best interest to keep reviewing this policy and looking at metrics that will give us a path to removing the masks from our kids and staff, and do so in manner that gradually removes safeguards as numbers decrease.

Safety Protocols: HPS will be working with the Ottawa Area Safe Schools Network on updating our Emergency Response Protocols with hopes of moving to a Standard Response Protocol across the ISD. Those discussions have started and more updates will be coming.

XI. OTHER: There were no other items discussed at the regular board meeting.

XII. ADJOURNMENT: President Meyer adjourned the meeting at 7:53 p.m.

Approved as presented: _____
Linda Falstad, Secretary