The regular business meeting of the Holland Board of Education was called to order by President Meyer, at 7:00 p.m., in the Board Training Room of the District Administration Office, 320 W. 24th Street.

I. ROLL CALL
Board: Trustees Colburn, DeYoung, Falstad, McKay, Meyer, Woltman and Ybarra
Administration: Superintendent Davis, Deputy Superintendent Sherwood, and Administrative Assistant Kooiker (recorder)

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF CONSENT AGENDA
A. APPROVAL OF AGENDA
   1. Regular Business Meeting of April 22, 2019
   2. Consent Agenda for April 22, 2019
B. APPROVAL OF MINUTES
   1. March 18, 2019, Special Meeting
   2. March 18, 2019, Regular Business Meeting

Moved by Mr. McKay, supported by Mr. Woltman, that the Board of Education approve the Consent Agenda for April 22, 2019. The motion was unanimously approved.

IV. HOLLAND HIGH SCHOOL SENATE
Elli Pratley, Student Senate representative shared information on the Holland High School Senate Organization.

V. HPS CELEBRATES
A. DISTRICT ART AWARDS – Nine students, nominated by our District’s art teachers, have been selected as 2019 District Art Award winners. Department Chair Sarah Cox introduced the students and their work.

VI. PERSONNEL REPORT AND/OR RECOMMENDATIONS
Deputy Superintendent Sherwood recommended the following personnel action:

1. Extended Leave:
   ➢ Mirasol Dexter, currently on leave, continuation of extended leave for the 2019-2020 school year.

Moved by Mrs. Colburn, supported by Mrs. Falstad, that the Board of Education approve an extended leave of absence for: Mirasol Dexter. The motion was unanimously approved.

VII. BOARD COMMITTEE REPORTS AND/OR RECOMMENDATION
A. EXECUTIVE COMMITTEE - President Meyer reported on the April 1 & 11, 2019, meetings of the Executive Committee.

Superintendent's Contract: Committee members discussed and reviewed the contract of the Superintendent of Schools.
Holland High School Student Senate Organization: Abbie Telgenhof shared updates with the committee including: 2019-2020 election, Prom, Senior Award night, Senior Movie and a presentation to the HHS/HEC/HVRT staff on the sticker/token PBIS award system for next year.

Personnel Update: Deputy Superintendent Sherwood provided a personnel update. Topics included known retirements for 19-20, current postings, and placement process for the upcoming school year.

Monthly Enrollment Dashboard: Superintendent Davis shared the enrollment dashboard through March 29, 2019.

MASB Conference Request: Committee members reviewed a request from Trustee Ybarra to attend the MASB Spring Institute on April 27.

Moved by Mr. Woltman, supported by Ms. DeYoung, that Trustee Ybarra attend the MASB Spring Institute on April 27, 2019 in the amount of $180.00. The motion was approved 6-0, with Trustee Ybarra abstaining.

Out of State/Overnight Field Trip Request: Superintendent Davis brought forward the following field trip request:

➢ Andrea Wiersma has requested our DHH secondary students travel to Chicago, IL on May 23-24, 2019.

Moved by Mrs. Colburn, supported by Mrs. Falstad, that the Board of Education approve the out of state overnight field trip request by Andrea Wiersma as presented for May 23-24, 2019. The motion was unanimously approved.

Interest Based Bargaining: Superintendent Davis provided an update on the IBB process initiated with the Holland Education Association

Policies for First Reading: Superintendent Davis submitted the following policies for first reading:

- Bylaw 0100 Definitions (Revised)
- Bylaw 0122 Board Powers (Revised)
- Bylaw 0131.1 Bylaws and Polices (Revised)
- Bylaw 0143.1 Public Expression of Board Members (Revised)
- Bylaw 0165.6 Cancellation (New)
- Bylaw 167.1 Voting (Revised)
- Bylaw 167.2 Closed Session (Revised)
- Bylaw 167.3 Public Participation at Board Meetings (Revised)
- Bylaw 167.6 Use of Social Media (New)
- Policy 1422/3122/4122 Nondiscrimination and Equal Employment (Revised)
- Policy 1662/3362/4362 Anti-Harassment (Revised)
- Policy 2112 Parent and Family Engagement (Revised)
- Policy 2260 Nondiscrimination and Access to Equal Educational Opportunity (Revised)
- Policy 2261 Title I Services (Revised)
- Policy 2261.01 Parent and Family Member Participation in Title I Programs (Replacement)
- Policy 2261.03 District and School Report Card (New)
- Policy 2271 Post secondary (Dual) Enrollment Option Program (Revised)
- Policy 2700 P.A. Annual Reports (Revised)
- Policy 3120 Employment of Professional Staff (Revised)
- Policy 3120.04 Employment of Substitutes (Revised)
- Policy 3130 Assignment and Transfer (Revised)
• Policy 4162 Controlled Substance and Alcohol Policy for Commercial Motor Vehicle (CMV) Drivers and Other Employees Who Perform Safety Sensitive Functions (Revised)
• Policy 5330 Use of Medication (Revised)
• Policy 5460 Graduation Requirements (Revised)
• Policy 5440 Interrogation of Students (Revised)
• Policy 5517 Anti-Harassment (Revised)
• Policy 5517.02 Sexual Violence (Revised)
• Policy 5610 Emergency Removal, Suspension, and Expulsion of Students (Replacement)
• Policy 5611 Due Process Rights (Revised)
• Policy 5630.01 Student Seclusion and Restraint (Revised)
• Policy 6325 Procurement – Federal Grant/Funds (Revised)
• Policy 8210 School Calendar (Revised)

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

Projects under current study/review:
• Strategic Plan Version 3.0/Board-Superintendent Goals - Committee members discussed Board/Superintendent Goals related to the Strategic Plan Focus Area. The Goals will be brought forward for final discussion at the COTW on April 15, 2019.

Other:
• Board Appointment: Superintendent Davis shared that there were currently five submitted letters of interest for consideration to be on the school board beginning July 1, 2019 to fulfill the term of Trustee Janet DeYoung.

• District Branding/Marketing Campaign: Superintendent Davis shared the final strategic marketing report and branding materials developed by Truscott Rossman.

STRATEGIC PLAN FOCUS AREA

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. TEACHING FOR LEARNING COMMITTEE – Trustee Woltman reported on the April 8 2019, meeting of the Teaching for Learning Committee.

Tara Shafer, OAISD Parent Advisory Committee Representative: Director Headley-Nordman shared the purpose of the OAISD Parent Advisory Committee. Ms. Shafer shared her personal experiences as a parent of a special needs child in the district and potential ways that the process of special education identification, the IEP process and ideas that parent engagement might be improved.

Read by Grade Three MCL 380.1280f: Superintendent Davis provided an update on district level committee work in preparation for the implementation of this law in the 2019-2020 school year and communication materials for parents.

Summer Professional Staff Development Plan: Superintendent Davis shared the comprehensive summer professional development plan to support the district initiatives of literacy, social competency, and instructional pedagogy.
School ADvance/Strategic Plan Superintendent Growth Goals: The committee reviewed the proposed goals for the purposes of evaluating the superintendent Domain 1 Results-40%.

Projects under current study/review:
- Introduction to Family Engagement in Education.
- Student Growth for 18-19 Professional Staff Evaluation.
- School ADvance 2.0 Professional Development/Training for Building/District administration.
- Special Education Staff Recruitment/Retention
- Strategic Plan Version 3.0/Board-Superintendent Goals
- Revised curriculum development/adoption process

Other: Dr. Anna Clawson provided an updated discipline report based upon student demographic factors.

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.

C. FINANCE AND PROPERTY COMMITTEE - Chairperson Ybarra reported on the April 9, 2019, meeting of the Finance and Property Committee.

Budget to Actual for March 2019: Director Powers reviewed the general fund revenue and expenditure report for the month of March, noting that overall the year is progressing as expected, mostly on a similar pace to the previous fiscal year. Revenues are at 66.2% of budget compared to 59.8% last year through March. While the percentage appears much different, it is the result of a timing difference when special education revenues were received from Ottawa Area ISD. Expenditures for the year are at 61.8% while last year was 61.6%.

Budget Development Process and Timeline: Director Powers continued the discussion regarding the process and timeline for the upcoming budget cycle for both the 2018-19 amendments and the 2019-20 original budgets. Specific budgetary items discussed included anticipated enrollment levels, State funding, ongoing employee contract negotiations, the funds remaining from previous property sales, and a high-level view of potential impact on the District’s fund balance.

Sinking Fund Project Prioritization: Director Powers and Supervisor Burton reviewed the ongoing process and timeline for updating the project prioritization list for the sinking fund and remaining bond dollars, sharing the revised document. Based on discussion with the Committee, the new document format will be utilized going forward, and adjusted as capital needs arise during the remaining 8 years of the sinking fund millage.

Fertilization, Pest and Weed Control Services: Supervisor Burton shared a summary of the proposals received for said services for the upcoming year. The Committee agreed with his recommendation and the following action item has been placed on the agenda for the Regular Meeting scheduled for April 22, 2019:
Moved by Mrs. Ybarra, supported by Mr. McKay, to accept the proposal from Sports Turf Management for fertilization, pest and weed control services for the 2019-20 year at a cost of $28,510 plus an additional fee to apply vegetation killer. The motion was unanimously approved.

Project Updates: Supervisor Burton shared information regarding the following current or planned projects.

a. Playgrounds – GSRP playgrounds at Heights, Jefferson and West and play area at HLA

Based on discussion with the Committee, the following is being recommended for action at the COTW Meeting scheduled for April 15, 2019:

Moved by ________________, supported by ________________, to accept the proposal from Landscape Design for installation of wood chips on the specified play surfaces at HLA and West Elementary with a cost not to exceed $30,000.

b. Irrigation Wells/Athletic Fields – HHS Baseball/Softball fields are now playable for the season and in the process of continued rejuvenation.

Projects under current study/review:

• GMB Facility Assessments (East, Heights, HLA) in alignment with Project Priority List.

Other: Superintendent Davis provided an update regarding a donation received by the District. While no final decision has been reached, the general thinking was that the donation should be used to create scholarship possibilities for Holland Public Schools students with an investment made with the Community Foundation of the Holland/Zeeland Area for the greatest interest earning potential and longevity of the fund.

Public Comments: Public comment was moved to the top of the agenda to accommodate parents from HLA that wished to speak about the condition of the building’s playground, and ongoing dialog with administration and the Committee regarding options to alleviate their concerns. Lengthy discussion occurred about progress towards a long-term solution. Challenges with the identified options were reviewed. Going forward, a short-term plan is being developed to bridge the needs to lead to an ultimate solution that will fully address the situation at HLA, and all of the District’s student play areas.

STRATEGIC PLAN FOCUS AREA

FINANCE AND OPERATIONS GOAL:

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

D. COMMITTEE OF THE WHOLE - President Meyer reported on the April 15, 2019, Committee of the Whole meeting.

MASA/MASB Joint Conference Winter Institute Report: Trustee Mike McKay reported on his recent attendance at the MASA/MASB Joint Conference Winter Institute 2019.

Committee Reports:

a. Personnel Report: Superintendent Davis provided a personnel update.

b. Executive Committee Report: President Meyer provided updates to committee members with items discussed at the Executive Committee meetings on April 1 and 11, 2019.
c. Teaching for Learning Committee Report: Trustee Woltman provided updates to committee members with action items discussed at the Teaching for Learning Committee meetings on April 8, 2019.

d. Finance & Property Committee Report: Chairperson Ybarra provided updates to committee members with action items discussed at the Finance & Property Committee meeting on April 9, 2019.

Moved by Mrs. Ybarra supported by Mrs. Falstad that the Board approve the scope of work and project by Landscape Design not to exceed $30,000 for the installation of wood chips at Holland Language Academy and West Elementary. The motion passed unanimously.

e. HEA / Board Communications Report: Trustees McKay & Meyer provided an update to committee members with items discussed at the HEA/Board Communications meeting on March 28, 2019.


Board Meeting Agenda Construction: Committee members planned the agenda for the April Board Meeting.

Superintendent Goals for 2019: Superintendent Davis presented final recommendations for School ADvance goal setting and evaluation of the superintendent.

a) 2019 Superintendent Goals

Moved by Mrs. Ybarra, supported by Mrs. Falstad, that the Superintendent School ADvance Goals and Strategic Plan Focus Areas for purposes of evaluation of the Superintendent be approved as presented. The motion was unanimously approved.

b) Superintendent’s Contract

Moved by Mrs. Colburn supported by Mr. Woltman, that the contract for the Superintendent 2019-2023 be approved as presented. The motion was unanimously approved.

Board of Education Candidate Interviews:
- 5:45 pm Tim Marroquin
- 6:15 pm Brenda Folkert
- 6:45 pm Steven McMullen
- 7:15 pm David Alexander
- 7:45 pm Sandra Vanderploeg
- 8:15 pm Rebecca Lamper

CONSIDERATION OF BOARD CANDIDATES – President Meyer called for nominations for the appointment of a candidate to fill the upcoming vacant seat of Board Member Janet DeYoung. The newly appointed trustee will serve from July 1, 2019 through the certification of the general election on November 3, 2020.

Moved by Mrs. Falstad, supported by Mr. Woltman, that Tim Marroquin be appointed as a Board Member of the School District of the City of Holland to fill the vacated board seat of Janet DeYoung, July 1, 2019 through the certification of the general election on November 3, 2020.
Roll Call Vote:
Ayes: Trustees Colburn, Falstad, McKay, Meyer, Woltman, and Ybarra
Nays: None

The motion passed unanimously.

*Items under current Study/Review:*

a) Student Proficiency vs. Student Growth  
b) Board/Superintendent Goals for 2019  
c) Use/Prioritization of Enhancement Dollar Revenue  
d) Family Engagement  
e) Truscott Rossman Marketing Update  
f) Strategic Planning next steps

*Other:* Superintendent Davis provided a marketing update from Truscott Rossman.

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

**A. SUPERINTENDENT'S REPORT**

1. Superintendent Open Office Hours: Superintendent Davis announced open office hours scheduled for Wednesday, May 22, 11:00 am -12:00 pm.

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

   **Senate Acts on Snow Days**

   The Senate Education Committee reported out their version of a snow day fix. SB 113 is sponsored by Sen. Jim Ananich (D-Flint) and requires that the snow days during the period which the governor declared a state of emergency be forgiven. HB 4206 was amended further. Rep. Brandt Iden (R-Oshtemo Township) offered an amendment that ensures hourly workers will be paid if their contract with the education entity is silent on the issue. HB4206 has now been referred to the Senate Education and Career Readiness committee. SB 113 is now before the full Senate. The adopted amendment regarding hourly employees that passed in the House was also proposed to SB 113 and it failed, therefore we are not very confident that the amended House bill would see passage through the Senate committee.

   **Evaluation Bills**

   SBs 122 and 202 are scheduled for a hearing in the House Education Committee on Tuesday. The bills would restore the percentage of an evaluation dedicated to student growth to 25% from the current 40%. The bills only make this change for the current school year, which will allow for the legislature to reevaluate the whole law over the next few months and hopefully have recommendations for a long-term change next year. We have stressed the urgency in getting this across the finish line sooner than later, so we are hopeful that the House will act on it next week.

3. School of Choice Window: Superintendent Davis announced the non-resident school of choice window April 8 - May 17, 2019.

4. The board discussed a resolution in support of the Governor’s budget.

**IX. PUBLIC COMMENTS:**

There were no public comments.

**X. AUTHORIZATION TO ENTER CLOSED SESSION:**
The Board will enter into closed session at 8:08 p.m. as provided by the Open Meetings Act for the purpose of discussing collective bargaining.

Moved by Ms. DeYoung, supported by Mrs. Falstad, that the Board enter into closed session, pursuant to section 8(c) and 8(h) of the open meetings act, for the purpose of discussing collective bargaining.

Roll Call Vote:
Ayes: Woltman, McKay, Falstad, Meyer, Colburn, Ybarra, and DeYoung
Nays: None

The motion was unanimously approved.

The board returned to open session at 9:24 p.m.

XI. ADJOURNMENT: President Meyer adjourned the meeting at 9:24 p.m.

Approved as presented:
_________________________________
Linda Falstad, Secretary