The regular business meeting of the Holland Board of Education was called to order by President Meyer, at 7:20 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, Director Headley-Nordman and Administrative Assistant Kooiker (recorder)

II. PLEDGE OF ALLEGIANCE

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

   Moved by Mr. Woltman, supported by Mrs. Ybarra, that the Board of Education approve the Consent Agenda for February 18, 2019. The motion was unanimously approved.

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

V. HPS CELEBRATES
   A. HHS Theatre State Championship
      Jodi Ozimek highlighted the accomplishments of the HHS Theatre program and introduce the students to the board. This team comprised of 16 students started rehearsals for this show 6 weeks prior to competition. They overcame many adversities including missing a whole week of practice due to snow days. Under the direction of Assistant Director Karen Moes, Assistant director Jodi Ozimeck, & Technical Director Andrew Fris, these students rose to the challenge. Holland High School prepared two, 45 min one act plays to the MIFA State Competition. Their Production Studio production “Scotland Road” took 4th in Division 1. Their production of “Lucky Stiff” took first in Division 1, as well as the highly sought People Choice Award.

   B. HHS Choir Division 1 ratings
      Concert Choir and Vocal Dimensions each received high Division 1 Excellent ratings and both will advance to State Choral Festival in May. The HMS 8th Grade Choir under the direction of Jamie Steinman performed at MSVMA District Choral Festival on March 7, earning a Division 1 Excellent rating and a perfect sight-reading score.

   C. HHS Orchestra Division 1 ratings
      The high school Chamber Orchestra, led by Director of Orchestras John Reikow, earned all A's in every category at the Michigan School Band and Orchestra District X Festival at Harbor Lights Middle School on March 1. The 7th grade Orchestra under the direction of Kay Mayer, and the 8th-grade Orchestra and Chamber Orchestras earned 1st Division ratings at District 10 Michigan School Band and Orchestra Festival on March 1. The Chamber Orchestra and 8th Grade orchestra will be traveling
to State MSBOA Band and Orchestra Festival in April. Orchestra Director Reikow will highlight the accomplishments of these performance groups.

D. Holland High Wind Ensemble and Concert Band
led by Holland High Director of Bands Bethany Van Oss, received overall Division 1 Superior, with Concert Band earning all 1’s in performance and a very high 2 in the sight-reading portion. Wind Ensemble received straight 1’s across the board in performance and sight-reading, with all A’s, A’s and even a few A+’s in the sight-reading portion at MSBOA District X Concert Festival at East Kentwood High School on March 1. Holland Middle School 7th grade band, under the direction of Ross Huber, received straight 1’s at MSBOA District 10 Concert Festival for an overall rating of Division 1 Superior rating. The HMS 8th grade band, under Van Oss, received an overall Division 2 Excellent at the same festival.

VI. BOARD COMMITTEE REPORTS AND/OR RECOMMENDATION

A. EXECUTIVE COMMITTEE
President Meyer reported on the March 8, 2019, meeting of the Executive Committee.

*Holland High School Student Senate Organization:* Abbie Telgenhof shared updates with the committee. The Executive Committee continues to be impressed with the level of engagement and idea generation of the Student Senate to improve student participation and the overall climate and culture at Holland High School.

*Personnel Update:* Deputy Superintendent Sherwood provided a personnel update including a recent early retirement incentive notification.

*Monthly Enrollment Dashboard:* Superintendent Davis shared the enrollment dashboard through February 28, 2019. Enrollment continues to be relatively stable during the duration of the school year. There is a noted slight decline in enrollment at the elementary level from January-February with the middle school and high school programs remaining constant.

*Conference Reimbursement Request:* Trustee Meyer requested reimbursement for his attendance at the MASB Labor Relations Conference 2019, in Lansing on March 1, 2019, in the amount of $180.00.

Moved by Mr. McKay, supported by Mrs. Colburn, that Trustee Phillip Meyer be reimbursed $180.00 for registration to the MASB Labor Relations Conference 2019 held on March 1, 2019. The motion was approved 6-1, with Trustee Meyer abstaining.

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

*MASA Educator Workforce Shortage Group Strategic Plan:* Superintendent Davis shared with committee members the workforce toolkit and supporting strategic plan/toolkit that identifies ways to address the teacher shortage in Michigan.

*Exit Interview Summary Report:* Superintendent Davis highlighted key findings from an exit interview summary report for 2017-2018. Deputy Sherwood discussed the impact of “Stay” interviews and their impact on retention efforts.

*COTW Agenda Construction:* Committee members planned the agenda for the March COTW meeting based upon the discussions at Teaching for Learning, Finance & Property, Executive Committee and matters arising. Topics of discussion included a resolution of support for Governor Whitmer’s Executive Budget for fiscal year 2020; the completion of goals for the Superintendent for evaluation purposes; and the process to fill the Board vacancy of Trustee DeYoung effective June 30, 2019.
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

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 March 4, 2019, meeting of the Teaching for Learning Committee.

Expulsion and Suspension YTD Information: Dr. Anna Clawson presented a comparative analysis of student discipline data. Information regarding the process of In-House, PBIS, and Restorative Practices were also reviewed.

Least Restrictive Environment Standards of Practice: A sub-committee of local and OAISD Directors and Coordinators convened in Fall 2018 to study and make recommendations to IEP teams grappling with LRE and placement decisions; both within the local district and when placements outside the resident district are under consideration (i.e. center-based, cooperative 1751 contracts between districts). Director of Student Services Jennifer Headley-Nordman shared key elements derived from the group’s study of the Federal IDEA regulations and guidance.

School Index: In addition to our local assessments that we use to measure student growth, the State of Michigan is required to demonstrate growth to the U.S. Department of Education. The Michigan Department of Education (MDE) developed the School Index System to comply with accountability requirements established in the Every Student Succeeds Act (ESSA) of 2015. ESSA replaced the No Child Left Behind Act of 2001.

The School Index System provides parents and school districts comparative information about school performance in six areas: student growth, student proficiency, school quality/student success, graduation rates, English Learner progress, and assessment participation.

Schools receive:
- An overall composite index value, or score
- Index values for each performance area scored, and
- Index values for student subgroups, including students with disabilities, English learners, various racial/ethnic subgroups, and economically disadvantaged students

Director of School Improvement Patti Dobias provided an overview of this process and the district achievement results. Additional details for parents and community members is available on the district website.

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

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 March 5, 2019, meeting of the Finance and Property Committee.

Budget to Actual for February 2019: Director Powers reviewed the general fund revenue and expenditure report for the month of February, noting that overall the year is progressing as expected, on a similar pace to the previous fiscal year. Revenues for 2018-19 are at 55.3% of budget compared to 53.8% last year through February. Expenditures for the year are at 50.8% while last year was at 50.2%.

Budget Process and Timeline: Director Powers discussed the process and timeline for the upcoming budget cycle for both the 2018-19 amendments and the 2019-20 original budgets. With a new Governor, and a difference in political party control in Lansing, it is expected that this budget cycle will provide less finalized information prior to the June 30 budget adoption deadline. As such, the budget will likely rely on more assumptions than in the past several years. As part of this discussion, Superintendent Davis shared information about Governor Whitmer’s proposed budget presented in Lansing earlier in the day.

Sinking Fund 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. Progress is being made on a slow but steady pace as information continues to come in from the architects and other strategic consultants.

Audit Services Proposals: Superintendent Davis and Director Powers discussed an overview of the proposals received and potential next steps that the Committee may want to consider. Lengthy discussion occurred regarding the merits of the two firms that administration felt offered the best options for Holland Public Schools. Coming to consensus, the Committee is recommending acceptance of the audit services proposal received from Maner Costerisan, and is recommending the following action at the Regular Meeting scheduled for March 18, 2019:

Moved by Mrs. Ybarra, supported by Mr. Woltman, to accept the “Proposal to Provide Audit Services” from Maner Costerisan for the fiscal years ending June 30, 2019 – 2021, naming them as the District’s independent financial auditors. The motion was unanimously approved.

HLA Playground Update: Supervisor Burton provided an update on recent meetings and activities as it relates to staff and parent concerns regarding the current playground at HLA. Specific concepts and...
related costs, as developed by GMB Architects and reviewed with the HLA parent group were discussed. Based on the information, the Committee has asked administration to gather more information and costs so that a final decision can be reached.

**Bus Video Surveillance Proposals:** Deputy Superintendent Sherwood and Director Thelen shared information about the proposals received and a tentative timeline for potentially moving forward. Administration is recommending the solution proposed by AngelTrax, pointing to the quality of the product, the video that it captures, and the strong recommendation from three local districts. Full implementation is expected to be completed prior to the start of school in August 2019. As this is considered a safety/security issue, the Committee is recommending the following action at the Regular Meeting scheduled for March 18, 2019:

**Moved by Mrs. Ybarra, supported by Mr. McKay, to accept the bus video surveillance solution proposed by AngelTrax in the amount of $57,964.58, to be funded from the Sinking Fund.** The motion was unanimously approved.

**Project Updates:** Superintendent Davis and Supervisor Burton shared information regarding the following current or planned projects.

- **Playgrounds** – GSRP playgrounds at Heights, Jefferson and West – Work is expected to resume once the winter weather breaks.
- **Irrigation Wells/Athletic Fields** – HHS Baseball/Softball fields – Repair/rehabilitation work is expected to resume once the winter weather breaks.
- **Purchase Agreement Update** – Harrington Property – Superintendent Davis apprised the Committee regarding the actions taken since the Board authorized and directed him to negotiate the sale of this surplus property. Based on discussions with the potential buyer, and creation of a potential purchase agreement by District legal counsel, a finalized document is expected for the March Regular Board Meeting. Should that be the case, a motion will be placed on the agenda for the Board’s consideration and action.

**Projects under current study/review:**

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

**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 March 11, 2019, Committee of the Whole meeting.

**Public Comments:** There were no public comments.

**MASA/MASB Joint Conference Winter Institute Report:** President Meyer reported on his MASB Conference 2019 Attendance. One notable takeaway was Holland’s investment in Interest-Based Bargaining and the growing trends and recommendations to utilize this practice in reaching successor agreements.

**Committee Reports:**
Moved by Mrs. Falstad, supported by Mrs. Colburn, that the Board of Education authorize Superintendent Davis to execute the resolution as presented for the sale of the property identified as Harrington School. [Attachment A]

Ayes: Trustees Colburn, DeYoung, Falstad, Meyer, and Woltman
Nays: None

The motion passed unanimously.

e. **HEA / Board Communications Report:** Trustee Meyer provided an update to committee members with items discussed at the HEA/Board Communications meeting on February 28, 2019.

f. **Holland Educational Foundation Report:** Trustee Colburn provided an update on the recent fundraising event and upcoming meeting.

**Consideration of Petition for Reinstatement:** Superintendent Davis brought forward a recommendation for reinstatement with action taken this evening.

Moved by Mrs. Colburn, supported by Mr. Woltman, that the Board of Education approve the recommendation to reinstate Student 0219191400 as presented.

The motion passed unanimously.

**Board Member Resignation:** President Meyer presented a letter from Janet DeYoung indicating her intent to resign from the board effective June 30, 2019.

**Board Member Filling of Vacant Position:** Superintendent Davis presented a protocol process for board review for the vacancy that will exist for Janet DeYoung effective June 30, 2019. Interested candidates may submit a letter of intent to Superintendent Davis by 4:00 p.m. on April 12, 2019. A board meeting will take place on April 15, 2019, for interviewing interested candidates who meet the guidelines set forth. A decision may be made on April 15. Detailed information about the contents of the letter of intent, process, and length of term will be available on the district website and made available to the public.

**Authorization to Enter Closed Session**

A. The board entered into closed session for the purpose of considering a written opinion letter from Clark Hill, PLC at 6:41 p.m.

Moved by Mrs. Falstad, supported by Mrs. Colburn, that the Board enter into Closed Session under Section 8(h) of the Open Meetings Act to consider material exempt from discussion or
disclosure. The purpose of the closed session was for the Board to consider a written opinion letter from Clark Hill, PLC that is exempt from discussion or disclosure under the attorney-client privilege.

Roll Call Vote:
Ayes: Trustees Colburn, DeYoung, Falstad, Meyer, and Woltman
Nays: None
The board returned to open session at 7:09 p.m.

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

Resolution Consideration: President Meyer facilitated a discussion for consideration of adopting a resolution in support of Governor Whitmer’s proposed fiscal budget for the coming year and support of an equitable funding formula for schools.

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:

Moved by Ms. DeYoung, supported by Mr. Woltman to approve the Holland Public Schools teacher’s resignation and Settlement Agreement between the teacher and Board, as presented.

The motion passed unanimously.

VII. SUPERINTENDENT’S REPORT AND/OR RECOMMENDATIONS

A. SUPERINTENDENT’S REPORT

a. Superintendent Open Office Hours: Superintendent Davis announced open office hours scheduled for Tuesday, April 16, 2:00 - 3:00 pm.
b. Current Legislative Initiatives: Superintendent Davis shared information on recent legislative action.
   • Snow day update
c. Governor’s Budget for 2020: Superintendent Davis highlighted the proposed budget by Governor Whitmer and the potential impact on School Aid funding.
d. Board Vacancy Announcement: Superintendent Davis shared information regarding the announcement and process of filling the board vacancy beginning July 1, 2019.
e. School of Choice Window: Superintendent Davis announced the non-resident school of choice window April 8 - May 17, 2019.

VIII. PUBLIC COMMENTS: There were no public comments.

IX. NEW BUSINESS:

The Board entered into closed session at 8:07 p.m. for the purpose of discussing staff discipline pursuant to grievance 18-19-03.

Moved by Mrs. Colburn, supported by Mrs. Falstad, that the Board enter into closed session for the purpose of discussing staff discipline.
Roll Call Vote:
Ayes: Trustees Colburn, DeYoung, Falstad, McKay, Meyer, Woltman, and Ybarra
Nays: None
The motion passed unanimously.

The Board returned to open session at 8:50 p.m.

Moved by Ms. DeYoung, supported by Mr. McKay, that the Board of Education Deny Grievance 18-19-03. The motion was unanimously approved.

X. ADJOURNMENT: President Meyer adjourned the meeting at 8:56 p.m.

Approved as presented: __________________________

Linda Falstad, Secretary