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, Director Dobias, and Administrative Assistant Kooiker (recorder)

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF CONSENT AGENDA

A. APPROVAL OF AGENDA
   1. Regular Business Meeting of May 20, 2019
   2. Consent Agenda for May 20, 2019

B. APPROVAL OF MINUTES
   1. April 22, 2019, Regular Business Meeting

Moved by Mr. McKay, supported by Mrs. Falstad, that the Board of Education approve the Consent Agenda for May 20, 2019. The motion was unanimously approved.

IV. HPS CELEBRATES

A. Challenge Program: Ryan Harrell, 4th & 5th Grade Challenge Program Teacher introduced 4th grade students Harper Schoon-Tanis and Liliya Pyk. Both students are in the Challenge Program at HLA and have won 2nd place in the Michigan Statistics Poster Competition and their poster's title was "Caffeinated Teachers!" GVSU hosts the competition and they should be receiving plaques along with a monetary prize. Their poster has been sent to compete in the American Statistical Association's national competition.

B. Participation in the 90th Tulip Time Festival - Superintendent Davis highlighted and thanked the hundreds of volunteers, parent volunteers, staff, students, artists, bus drivers, dancers and musicians who made this festival a success.

C. Holland Early College Graduates - Superintendent Davis congratulated members of the 2019 Holland Early College/Muskegon Community College Graduates.

V. RECOGNITION OF RETIREEES

A. Deputy Superintendent Karen Sherwood recognized employees who have retired from the District since May 2018.
VI. PERSONNEL REPORT AND/OR RECOMMENDATIONS –

Deputy Superintendent Sherwood recommended the following personnel action:

1. Retirements:

   ➢ Susan Brookhouse, 5th Grade Teacher, Jefferson School, effective June 6, 2019.
   ➢ Patricia Dixon, 2nd Grade Teacher, Holland Heights School, effective June 6, 2019.
   ➢ Roi Gibson, Math Teacher, Holland High School, effective June 6, 2019.
   ➢ Janet Jasker, Kindergarten Teacher, West School, effective June 6, 2019.
   ➢ Kathy Kingsley, Art Teacher, Holland Heights and Jefferson Schools, effective June 6, 2019.
   ➢ Dawn Perez-Pala, ESL Teacher, Jefferson and West School, effective June 6, 2019.

   Moved by Mrs. Ybarra, supported by Mrs. Falstad, that the Board of Education approve, with regret, the retirement of: Susan Brookhouse, Patricia Dixon, Roi Gibson, Janet Jasker, Kathy Kingsley, and Dawn Perez-Pala. The motion was unanimously approved.

2. Hiring:

   ➢ Nicole Walsh, Special Education Teacher (EI), West School, effective May 6, 2019.

   Moved by Mrs. Colburn, supported by Mr. Woltman, that the Board of Education hire Nicole Walsh in accordance with the Holland Education Association and that she be afforded a probationary contract. The motion was unanimously approved.

VII. BOARD COMMITTEE REPORTS AND/OR RECOMMENDATION

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


   Monthly Enrollment Dashboard: Superintendent Davis shared the enrollment dashboard through April 30, 2019. There was a variance of three students overall from the month prior and a 1.1% variance from October to present.
Review of Middle School Student Walking Distance: Superintendent Davis discussed possible changes to the walk distance being considered under Board Policy 8600-Transportation for the 2019-2020 academic year.

Edna Mae Haworth Scholarship: Superintendent Davis discussed the agency fund establishment at the Community Foundation of the Holland/Zeeland Area and request for funds. The committee finalized this year’s recipient. Treasurer Ybarra will present the scholarship at the Honors Convocation, May 23, 7:00 p.m.

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

Superintendent Leadership Circle: Superintendent Davis shared a professional staff development opportunity for the central cabinet team on thinking strategically for 20-21 school year and building resiliency as a team to think strategically around critical issues.

Citizen’s Advisory Committee: Superintendent Davis shared a recommendation for the formation of Citizen’s Advisory Committee under Board Policy 9140 for the purpose of defining programming in 2020-2021.

Central Office Administrator Contract Renewals: Superintendent Davis made a recommendation for the following contract renewals at the regular May meeting of the Board of Education.

Continuation of Contracts for Administrators and Directors by one year through 20-21.

Moved by Mr. McKay, supported by Mrs. Falstad, that the Board of Education continue and extend the contracts of the following administrators through June 30, 2021: Dr. Anna Clawson, Patricia Dobias, Benjamin Farkas, Jennifer Headley-Nordman, Dr. Karen Sherwood, and Patricia Wall and authorize the Superintendent to establish wages and benefits under said contract. The motion was unanimously approved.

Policies for Second Reading: Superintendent Davis recommended the following policies for second reading and adoption.

Moved by Mrs. DeYoung, supported by Mrs. Colburn, that the Board adopt the following bylaws and policies. The motion was unanimously approved. [Attachment A]

- 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 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 May 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 will discuss 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 – Chairperson Colburn reported on the May 6, 2019, meeting of the Teaching for Learning Committee.

Read by Grade 3 Program Update: Director Dobias provided an update on the process and program recommendations of the Read by Grade 3 Program. We extend appreciation to the administrators and staff who have continued serving on this committee to fully understand the Read by Grade 3 law, exemption process, program recommendations, and ways in which to support staff, parents, and students.

English Language Learner Programming: Director Dobias provided an update on the ELL Program study review and recommendations moving forward. This included a comprehensive analysis of student achievement under our current model of delivery, and evidence-based practices to implement in 19-20 with high impact evidence on student achievement. The work of Collier and Thomas (2009) serve as a basis for this research as they evaluated six different models of program delivery from ESL pull-out programs to two-way dual language programs after analyzing 6.2 million student records. The district will be incorporating program changes based upon this work including the implementation of the Lindamood Bell strategies.
Professional Staff Evaluation: Director Dobias provided an update on the legislative changes in evaluation and use of student assessment/achievement data from 40% to 25% in 2019-2020.

June T4L Meeting Date: The committee selected a new meeting date of June 3, 2019, at 8:00 a.m. for the next meeting, as June 3 is HVRT’s graduation at 6 pm.

Projects under current study/review:
- Family Engagement in Education Strategic Planning
- Student Growth for 18-19 Professional Staff Evaluation. (40%-25%)
- School ADvance 2.0 Professional Development/Training for Building/District administration.

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 May 7, 2019, meeting of the Finance and Property Committee.

OAISD General Fund Budget Resolution: Chris Lamer, Director of Finance for the Ottawa Area ISD, shared information and answered questions regarding their 2019-20 proposed budget. The various local districts are required to take action on the ISD’s General Fund Budget Resolution. This action will be considered for approval by the Board at its May 20, 2019 meeting.

Moved by Mrs. Ybarra, supported by Mrs. Colburn, that the Board of Education approve the Ottawa Area Intermediate School District (“ISD”) General Operating Budget Resolution for the 2019-20 school year as attached. [Attachment B]

Roll Call Vote:
Ayes: Colburn, DeYoung, Falstad, McKay, Meyer, Woltman, and Ybarra
Nays: None
The motion was unanimously approved.

Financial Reports for April 2019: Director Powers reviewed the general fund budget to actual report and capital project listing report for the month of April, noting that the year is progressing as expected, mostly on a similar pace to the previous fiscal year. Revenues are at 72.9% of budget compared to 72.0% last year through April. Expenditures for the year are at 69.8% while last year was 68.8%.

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 final amendments and the 2019-20 original budgets. The Governor has released her school aid budget recommendation as has the Senate. The House recommendation is expected prior to the May Consensus Revenue Estimating Conference that will be held on Friday the 17th. While information has been released, it is still anticipated that the final version of a school aid bill will not be in place prior to schools districts having
to adopt their budgets for the 2019-20 fiscal year. Regardless, administration is moving forward with budget development in anticipation of a public budget hearing on June 10, 2019.

Scheduling of the 2019-20 Public Budget Hearing: Superintendent Davis recommended that the Hearing be held on June 10, 2019, 6:00 p.m., at the District Administration Building in the Board Training Center, 320 W 24th Street, as the date/time/location for the annual Budget Hearing. (As a result of this hearing schedule, the COTW meeting for June 10, 2019, will begin at 6:30 p.m., if approved)

Moved by Mr. Woltman, supported by Mr. McKay, that the Board of Education approve the Notice of a Public Hearing on the proposed 2018-2019 Budget, setting June 10, 2019, 6:00 p.m., at the District Administration Building in the Board Training Center, 320 W 24th Street, as the date, time, and location for the annual Budget Hearing. The motion was unanimously approved.

Roll Call Vote:
Ayes: Colburn, DeYoung, Falstad, McKay, Meyer, Woltman, and Ybarra
Nays: None
The motion was unanimously approved.

Holland Middle School Summer Painting Project: Supervisor Burton reviewed the proposals received for the summer painting project at HMS. The Committee is recommending the following action at the May 20, 2019 regular meeting:

Moved by Mrs. Colburn, supported by Mrs. Falstad, that the board approve the contact with Perfection Painting for the Holland Middle School painting project in an amount not to exceed $33,440. The motion was unanimously approved.

Video Surveillance System Upgrade Project: Director Thelen reviewed the proposals received for upgrading our video surveillance system, including the addition of new cameras. The Committee is recommending the following action at the May 20, 2019 meeting.

Moved by Mrs. Falstad, supported by Mrs. DeYoung, that the board approve the contract with Presidio in the amount of $183,820 for upgrading our video surveillance system, including the addition of new cameras. 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; play areas at elementary locations
• Irrigation Wells/Athletic Fields – HHS Baseball/Softball fields
• MDEQ Water Sampling – Sampling/testing at West

Projects under current study/review:
• GMB Facility Assessments (East, Heights, HLA) in alignment with Project Priority List.

Other:
a. Superintendent Davis discussed current vacancies within the District’s administrative departments sharing options under consideration in addressing the open positions.
b. Superintendent Davis provided a brief update on the status of IBB negotiations with the Holland Education Association.

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 May 13, 2019, Committee of the Whole meeting.

**MASB Spring Institute Report:** Trustee Diane Ybarra reported on her recent attendance at the 2019 Spring Institute, Kent ISD, CBA 103, School Finance and School Budget.

**Committee Reports:**

a. Personnel Report: Deputy Superintendent Sherwood updated the committee on personnel items inclusive of the non-renewal of probationary teachers who may not meet satisfactory performance. Teacher certification renewal was also discussed and the consequences of teachers not renewing their certificates prior to the start of the school year. A review and request of policy on this topic was requested for further discussion.

b. Executive Committee Report: President Meyer provided updates to committee members with items discussed at the Executive Committee meeting on May 8, 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 May 6, 2019.

d. Finance & Property Committee Report: Chairperson Ybarra provided updates to committee members with action items discussed at the Finance & Property Committee meeting on May 7, 2019.

e. HEA / Board Communications Report: There is no report, the April meeting was cancelled.

f. Holland Educational Foundation Report: There was no report in absence of Trustee Colburn.

**Board Meeting Agenda Construction:** Committee members planned the agenda for the May Board Meeting including the scheduling of a special meeting consideration for the OAISD Board Candidates / Election and budget approval.

**Old Business:**

a) Budget Resolution: President Meyer facilitated a discussion regarding the passage of a resolution outlining the needed supports in state funding for school operations. A resolution will be brought forward as presented at the Regular meeting of the Board in May.

Moved by Mrs. Colburn, supported by Mrs. Falstad, that the Board of Education approve the School Finance Research Collaborative Resolution In Support Of Adequately Funding Michigan schools. [Attachment C]

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

The motion was unanimously approved.
Items under current Study/Review:

a) Use/Prioritization of Enhancement Dollar Revenue
b) Family Engagement
c) Truscott Rossman Marketing Update-Superintendent Davis provided a branding and messaging summary and launch.
d) Strategic Planning next steps
e) Community Advisory Committee-Superintendent Davis and President Meyer facilitated a discussion in the formation of a Community Advisory Committee to address long-term facility usage, programming, parent engagement and other strategic initiatives for the District.

Other:
a. July Committee Meetings: Committee members discussed proposed committee meeting schedules for the month of July, 2019. At this point in time, pending matters arising, there will be no individual committee meetings in July with the COTW and regular board meeting continuing as previously scheduled.
b. Policy/Procedural Review: Trustee Woltman requested a policy/procedure review and sharing of information to staff.

VIII. OAISD BOARD ELECTION –

Resolution Designating District’s Election Representative (and alternate) and OAISD Board Candidates.

Moved by Mr. McKay, supported by Mrs. Ybarra, that the Board of Education adopt the Resolution Designating the District’s Election Representative/Alternate, and Candidates as presented.

[Attachment D]

Roll Call Vote:
Ayes: Colburn, DeYoung, Falstad, McKay, Meyer, Woltman, and Ybarra
Nays: None
The motion was unanimously approved.

IX. SUPERINTENDENT’S REPORT AND/OR RECOMMENDATIONS

A. SUPERINTENDENT’S REPORT

1. Superintendent Open Office Hours: Superintendent Davis announced open office hours scheduled for Thursday, May 23, 2:00 - 3:00 pm.
2. 2019 Graduation Activities: Superintendent Davis announced activities for our graduation Class of 2019.
3. National Teacher Appreciation Week: Superintendent Davis announced that May 6-10, 2019, was National Teacher Appreciation Week and thanked our professional staff for their dedication to the students of Holland Public Schools.
4. National Police Week: Superintendent Davis announced that May 12-18, 2019, was National Peace Officers Memorial Day. He thanked our community police officers and members of the Holland Public Safety Department for their support of Holland Public Schools and building safety and community connections into our school programs.
5. National Nurse Appreciation Week: Superintendent Davis announced that May 6-12, 2019, was National Nurse Appreciation Week. He thanked all of our school nurses and health care aides part of our School Nursing Program in Partnership with Holland Hospital.
6. Power H Award Recipients: Superintendent Davis highlighted the recipients of the 2019 Power H Education Awards.
7. Current Legislative Initiatives: Superintendent Davis shared information on recent legislative action.
Senate Passes School Aid Budget, MASB Formally Supports Governor’s Proposal

The Senate passed Senate Bill 146 which contains its School Aid budget proposal last week by a vote of 21-17.

The House has yet to provide its version of the budget. The Consensus Revenue Estimating Conference met to determine the estimated revenues for the state for the upcoming year. The School Aid Fund was estimated to be $68 million lower than what was projected in January for the remainder of this fiscal year. The State’s General Fund is projected to be higher than the January estimate by $151.5 million. These figures traditionally drive final budget negotiations.

It is still not clear how quickly the budget process may move along, given the Governor’s declaration that she will veto any legislative budgets that do not include a resolution to the road funding problem in our state.

Senate Committee Talks Adverse Childhood Experiences

The Senate Health Policy and Human Services Committee approved Senate Concurrent Resolution 8 which declares Adverse Childhood Experiences a critical health issue. It also commits the legislature to action and encourages the Governor to direct agencies to assess and report progress on reducing ACEs in our state.

President Meyer inquired about possible changes with the Read by Grade 3 law and what impact if any recent discussions on the Governor’s position and State Superintendent Elect might have.

X. PUBLIC COMMENTS: There were no public comments.

XI. ADJOURNMENT: President Meyer adjourned the meeting at 7:57 p.m.

Approved as presented: ________________________________

Linda Falstad, Secretary