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, Falstad, Marroquin, Meyer, Woltman and Ybarra
Excused: Trustee McKay and Superintendent Davis
Administration: Deputy Superintendent Sherwood, Directors Dobias, Headley- Nordman, Thelen and Administrative Assistant Kooiker (recorder)

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF CONSENT AGENDA

A. APPROVAL OF AGENDA
   1. Regular Business Meeting of October 21, 2019
   2. Consent Agenda for October 21, 2019

B. APPROVAL OF MINUTES
   1. September 16, 2019, Regular Business Meeting

Moved by Mrs. Colburn, supported by Mr. Woltman, that the Board of Education approve the Consent Agenda for October 21, 2019. The motion was unanimously approved.

IV. HOLLAND HIGH SCHOOL SENATE

Maya Clawson Student Senate representative, shared information on the Holland High School Senate Organization.

V. COMMUNITY PARTNER SALUTE/HPS CELEBRATES

A. Holland Public Schools recognized the collaborative partnership and work of the School Nurse Program. Hendrina Cupery, Holland Hospital School Nurse Manager highlighted the School Nurse Partnership.

The program started with 1 School Nurse more than 20 years ago and has grown to 9 School Nurses, 1 School Mental Health Care Manager and 1 Community Health Worker. Today, Holland Hospital’s School Nurse Program provides onsite direct medical support, prevention, chronic disease management and referrals for more than 12,000 students in 26 schools within the districts of Holland Public, West Ottawa, Hamilton, Holland Christian, and Fennville. Every day, our school nurses make a difference in the lives of students by:
• Maintaining health care plans for those with asthma, allergies, diabetes and other chronic diseases
• Delivering health education in classroom, group or individual sessions
• Offering illness/injury assessment and interventions
• Managing health-related policies and forms
• Training and supervising staff for first aid, medication administration, and potential medical emergencies
• Making referrals to medical, dental, vision and community agencies and following up on the referral to ensure completion or assist with any barriers to completion
• Providing access to a Community Health Worker, who can assist with navigating the health care system, setting up appointments and linking to community resources

We recently added the School Mental Health Care Manager role as a pilot program. This role was created out of a need for more effective care coordination for those at risk students who are dealing with mental health issues. This goal of this role is to:

• Address the gaps and inconsistencies in care
• Take a proactive role through the early intervention and identification of at-risk students by assisting in suicide risk screenings, as well as partnering with school nurses, school staff, primary care providers and outside agencies
• Assist in the coordination of care for these students by acting as a liaison between school, home, primary care provider, therapist and inpatient treatment center
• Ensure that those students who were hospitalized have a safety plan in place from the hospital prior to returning to school
• Provide ongoing health promotion/educational opportunities for schools

Congratulations to Demetria Friberg on her recent accomplishment of passing the National Certification for School Nurses. There are only 23 certified school nurses in the State of Michigan.

VI. HPS CELEBRATES

A. HHS Marching Band, led by Holland High Director of Bands Bethany VanOss, highlighted the recent accomplishments of our band.
   • Holland High School Marching Band received a Superior Division 1 Rating at the Michigan School Band and Orchestra Association’s District 10 Marching Band Festival at Zeeland East HS Stadium.
   • For the very first time in history, the Holland High School Marching Band participated in a scholastic competitive marching band invitational. The band not only participated but took 1st place overall in their classification (Class A) as well as being the recipient of the caption awards in both the Music and Marching categories.

VII. PERSONNEL REPORT AND/OR RECOMMENDATIONS –

Deputy Superintendent Sherwood recommended the following personnel actions:

A. Extended Leave:

   Moved by Mrs. Falstad, supported by Mrs. Ybarra, that the Board of Education approve the Extended Leave - Child Care for: Lori Cohen. The motion was unanimously approved.

B. Hiring:
Heather Kropscott, Third Grade Teacher, Jefferson School, effective September 23, 2019.
Shawn Teegardin, District Psychologist, effective October 14, 2019.

Moved by Mrs. Falstad, supported by Mr. Woltman, that the Board of Education hire the following teachers in accordance with the Holland Education Association and that they be afforded a probationary contract: Heather Kropscott and Shawn Teegardin. The motion was unanimously approved.

VIII. BOARD COMMITTEE REPORTS AND/OR RECOMMENDATIONS

A. EXECUTIVE COMMITTEE - President Meyer reported on the October 10, 2019, meeting of the Executive Committee.

Holland High School Student Senate Organization: Diamante Balcazar shared updates with the committee.

Personnel Update: Deputy Superintendent Sherwood provided a personnel update.

Legislative Updates: Deputy Superintendent Sherwood provided a legislative update.

MASB Conference Request: Committee members reviewed a request from Trustee Ybarra to attend the MASB Annual Leadership Conference November 8-11, 2019.

Moved Mrs. Falstad, supported by Mrs. Colburn, that the conference request by Trustee Ybarra be approved as presented to attend the MASB Annual Leadership Conference November 8-11, 2019, with payment in the amount of $1100.00. The motion was approved 5-0, with Trustee Ybarra abstaining.

Enrollment Dashboard: Deputy Superintendent Sherwood provided an update on the preliminary fall student enrollment for the District.

Criminal Background Checks for Volunteers: Deputy Superintendent Sherwood reviewed the process for volunteer approval in the district.

School Asbestos Designated Person: Deputy Superintendent Sherwood provided information and recommendation for Vince Brower to be our designated asbestos person.

Moved by Mrs. Colburn, supported by Mr. Marroquin, that the Board of Education approve Vince Brower as our designated asbestos person. [Attachment A] The motion was unanimously approved.

COTW Agenda Construction: Committee members planned the agenda for the October 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
- Community Advisory Committee Formation for Facility & Program Review
- Emergency Operations Plan
Other: Information regarding surveys and the results of the marketing process was requested.

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 October 7, 2019, meeting of the Teaching for Learning Committee.

Read by Grade Three Pilot - Director Dobias highlighted and discussed the implementation of the third grade pilot classroom this year and lessons learned to date.

Michelle Marko shared an overview of her classroom. This pilot is to address the needs of at risk readers.

Linking Individuals in Community Supports (LINCS) - Director Headley-Nordman highlighted and discussed the implementation of LINCS in the district as a means to provide age-appropriate peer relationships of students who receive special education services with students in the general education population.

Individualized Reading Improvement Plans - Director Dobias highlighted and discussed the progress and implementation of IRIP’s across the district including a status report of this year’s numbers.

District Science Curriculum Update - Director Dobias highlighted and discussed the implementation of new science curriculum and associated pilots and the next steps of consideration.

Ready for School Data - HPS and Ready for School have been early childhood partners for nearly a decade. Over time, data has been collected to address school readiness factors and to provide summer school programming so that students can “start school ready.” Director Dobias highlighted and discussed some of the data points to date and the progress that has been made.

Projects under current study/review:
- On-line Learning/21f
- PBIS/Social Competency-District Capacity Assessment
- Building Leadership Self-Assessments and Growth Plan Development

Other:
- Staffing Update – Deputy Superintendent Sherwood provided an update on staffing.
- Emergency Operations Plan – Deputy Superintendent Sherwood shared the district is updating the Emergency Operations Plan which will be on an upcoming board agenda for approval.

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 October 8, 2019 meeting of the Finance and Property Committee.

Annual Financial Report and Audit Review: Steve Piesko from our audit firm, Maner Costerisan, presented an overview of the June 30, 2019 audit and annual financial report noting that the District received a “clean” audit opinion, indicating that the statements fairly represent the financial position. He also commented that there were no findings or recommendations for improvement and that the federal programs tested complied with applicable requirements.

Elementary Playground Enhancement Planning: Nate Bosch of our architect firm GMB presented conceptual drawings and preliminary costs for enhancing the District's four elementary playgrounds. The Committee expects to consider the information before providing guidance to administration on the level of District funding they may feel comfortable for these projects.

Financial Reports for September 2019: Director Powers reviewed the general fund budget to actual report and the capital project listing report for the month of September, noting that overall the year is progressing as expected, mostly on a similar pace to the previous fiscal year. Revenues are at 18.9% of budget compared to 17.2% last year through September. Expenditures for the year are at 12.1% while last year was 11.5%. Variances in certain line items were discussed with the Committee.

E-Rate Funded Network Upgrades: Director Thelen presented results from proposals for network upgrades. Funding from the E-rate program is expected to cover roughly 68% of the project costs. The Committee is recommending the following action at the October 21, 2019 meeting:

Moved by Mrs. Falstad, supported by Mrs. Colburn, that the board approve the contract with Moss Telecommunications for the network upgrade project in an amount not to exceed $129,808.11 after expected federal E-Rate funding of $280,665.64. The motion was unanimously approved.

[Attachment B]

General Fund 2019-20 Budget Outlook: Director Powers provided an early look at the General Fund budget utilizing count day enrollment numbers, updated State funding information, projected staffing levels, and other known factors. Based on the preliminary information, the District’s general fund budget is looking less favorable than that adopted last June. Finalization of the fall student count may improve this preliminary outlook.

Project Updates: Deputy Superintendent Sherwood and Supervisor Brower shared information regarding the following current or planned projects, providing a summary document to the Committee.
  a. Mold Remediation – Remediation efforts at HLA

Projects under current study/review:
  • GMB Facility Assessments in alignment with Project Priority List.
  • Funding Future Capital Needs

Other:
  a. Updated Bond Rating – Director Powers shared the results of the updated bond rating received from S&P Global noting that this update process occurs every three to four years while the District has bonds outstanding. The rating has declined since the last update though is considered “stable” based on the report.
  b. Staffing Update – Deputy Superintendent Sherwood provided an update on staffing.
c. Emergency Operations Plan – Deputy Superintendent Sherwood shared the district is updating the Emergency Operations Plan which will be on an upcoming board agenda for approval.

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 October 14, 2019, Committee of the Whole meeting.

Environmental Remediation of HPS Facilities: District Administration provided an update on remediation measures taking place across the district.

MASB Summer Institute Conference: Trustee Marroquin reported on his recent attendance at the MASB Summer Institute Conference, August 16-18, 2019.

Committee Reports:

a. Personnel Report: Deputy Superintendent Sherwood updated the committee on personnel items.

b. Executive Committee Report: President Meyer provided updates to committee members with items discussed at the Executive Committee meeting on October 9, 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 October 7, 2019.

d. Finance & Property Committee Report: Chairperson Ybarra provided updates to committee members with action items discussed at the Finance & Property Committee meeting on October 8, 2019.

e. HEA / Board Communications Report: Trustee Meyer provided an update to committee members with items discussed at the HEA/Board Communications meeting on September 26, 2019.

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

Consideration of Petition for Reinstatement: Deputy Superintendent Sherwood brought forward the following recommendation for reinstatement with action taken this evening.

Moved by Mrs. Ybarra, supported by Mr. Woltman, that the Board of Education approve the recommendation to reinstate Student 1002191400 with conditions as presented. The motion was unanimously approved

Items under current Study/Review:

a) Use/Prioritization of Enhancement Dollar Revenue-New programming and stabilization funds have been identified for the 2019-2020 budget.

b) Strategic Planning

c) Community Advisory Committee
IX. SUPERINTENDENT’S REPORT AND/OR RECOMMENDATIONS

A. SUPERINTENDENT’S REPORT

1. Superintendent Open Office Hours: Deputy Superintendent Sherwood announced open office hours scheduled for Thursday, October 24, 3:00 – 4:00 p.m.

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

   **Budget:** No significant progress was made on the budget. Lawmakers and the governor are continuing conversations.

   **Evaluation by Relative – HB 4208:** Proposed HB 4208 which would prohibit a teacher’s end of the year evaluation from being conducted by family member.

   **Restore Revenue to the School Aid Fund Advances – HB 4125:** Now before the HOUSE is House Bill 4125 that would restore the percentage of income tax revenue earmarked for schools.

   Last year’s Legislature changed the income tax law to lower the percentage of revenue the School Aid Fund receives and redirected that revenue to roads and the environment. HB 4125 reverses last year’s legislation.

   **Sales Tax for Online Retailers – HB’s 4540 – 4553:** Proposed house bills which would require major online retailers to collect Michigan sales tax from third-party retailers that sell goods and services off their websites to Michigan customers.

   Including marketplace facilitators under the sales and use tax laws is estimated to increase revenue by more than $80 million, 73% of which is dedicated to the School Aid Fund.

   **Regional Enhancement Ballot Language – HB 4123:** HB 4123, which would change what is required to be printed on the ballot for a regional enhancement millage from listing ALL of the schools to “schools within the ISD.”

   **Dental Screening Requirements – HB 4223:** Proposed legislation that establishes and maintains a dental screening program for children enrolling in school. Beginning with 2020-2021 parent/guardian would submit a statement kdg/1st grader had received a dental screening within 6 months. However, a student could not be denied registration if the screening is not completed.

   **Expanding Dual Enrollment Opportunities – HB’s 4546 and 4547:** Two bills now before the HOUSE would provide opportunities for students to take dual enrollment classes, as determined by the district, when school is not in session, such as summer classes.

   **Adverse Childhood Experiences:** The House Families, Children and Seniors Committee approved a resolution, which declares Adverse Childhood Experiences as 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.

X. PUBLIC COMMENTS:

- Alonzo Ochoa, 360 S. River Avenue. Mr. Ochoa shared a parent concern.

Trustee Woltman thanked Deputy Superintendent Sherwood for filling in during the Superintendent’s absence.
XI. ADJOURNMENT: President Meyer adjourned the meeting at 7:37 p.m.

Approved as presented: ____________________________
Linda Falstad, Secretary