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, McKay, Meyer, Woltman, and Ybarra
   Administration: Superintendent Davis, Deputy Superintendent Sherwood, Associate Superintendent Stolz, Directors Craner, Dobias, and Administrative Assistant Kooiker (recorder)

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF CONSENT AGENDA
   A. APPROVAL OF AGENDA
      1. Regular Business Meeting of January 20, 2020
      2. Consent Agenda for January 20, 2020
   B. APPROVAL OF MINUTES
      1. December 16, 2019, Regular Business Meeting
      2. December 16, 2019, Closed Session
      3. December 16, 2019, Annual Organizational Meeting

   Moved by Mrs. Colburn, supported by Mr. Woltman, that the Board of Education approve the Consent Agenda for January 20, 2020. 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. PUBLIC COMMENTS:
   Bradley Slagh, Representative for the 90th District.
   • Working on budgets
   • Working on HB 5059

   Trustee Falstad inquired about legislation regarding the teacher shortage – and any action for allowing retirees to come back to work without compromising pensions.

   President Meyer inquired on training or lack of training for substitute teachers.

   Superintendent Davis thanked Representative Slagh for coming to our board meeting.
   Dr. Davis provided supportive of commentary of universal preschool and kindergarten if they came with compulsory attendance requirements.

VI. COMMUNITY PARTNER SALUTE/HPS CELEBRATES
   A. Holland Public Schools recognized the collaborative work of Paula Jo Maske who assisted the district in directing this year’s performance of A Midsummer Night’s Dream.

VII. RECOGNITION OF RETIREE
   A. Superintendent Davis recognized Patti Dobias, Director of School Improvement, who is retiring from the District on January 30, 2020.
VIII. PERSONNEL REPORT AND/OR RECOMMENDATIONS – Deputy Superintendent Sherwood recommended the following personnel action:

A. Hiring:

- **Michaelyn Cordes**, Speech and Language Pathologist, District, effective February 3, 2020.
- **Ashlyn Rowell**, My Life Teacher, Holland Middle School, effective January 8, 2020.

Moved by Mrs. Falstad, supported by Mrs. Ybarra, that the Board of Education hire the following teachers in accordance with the Holland Education Association and that they be afforded a probationary contract: Michaelyn Cordes, Jacob Newhouse, and Ashlyn Rowell. The motion was unanimously approved.

IX. ADMINISTRATIVE PERSONNEL REPORT AND/OR RECOMMENDATIONS – Superintendent Davis recommended the following administrative personnel actions:

A. Administrative Hire:

- **Jason Craner**, Director of Communications and Marketing, effective January 6, 2020.

Moved by Mrs. Ybarra, supported by Mrs. Colburn, that the Board of Education approve the administrative hire of: Jason Craner. The motion was unanimously approved.

X. BOARD STUDY SESSION I & II REPORTS AND/OR RECOMMENDATIONS

A. STUDY SESSION I – Board members reported on the January 6, 2020 Study Session I 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.

**Student Discipline Presentation:** Lisa L. Swem, with Thrun Law Firm presented on student discipline and the special considerations for students who have an Individualized Education Plan (IEP) under the Individuals with Disabilities Education Act (IDEA). Specific topics included a review of HPS Polices, HEA contract language, IDEA, federal laws, 10-day rule, manifestation determinations, special circumstances for Interim Alternative Educational Settings, due process hearings, Honig Injunctions, and the duty, breach of duty, proximate causation, and damages if an employee or parent were to seek litigation. (President Meyer)

**SEAB Membership recommendations:** (Sex Education Advisory Board). This is a continuation of action required by the BOE to be in compliance with reproductive health education in our district. The following individuals have agreed to and are recommended to serve on our committee. Board action is required to approve this committee at our regular meeting on January 20, 2020. (Vice-President Colburn)

- Meghan Koster, Annie Sterken- co chairs- already approved
- Jill Russell-clergy, parent
• Demetria Friberg-nurse
• Heather Alberta-OAISD Health Dept.
• Gilma Jimenez- student
• Chandler Davis- student
• Amy VanderMeer- parent
• Kyle Kreps- teacher

Moved by Mrs. Colburn supported by Mr. McKay, that the board approve the Sex Education Advisory Board as presented. The motion was unanimously approved.

Transition Plan for Teaching and Learning Department: Superintendent Davis and Director Dobias provided an update on the transition plan for Matt Stolz and administrative assistant for the month of January, 2020. (Vice-President Colburn)

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

Moved by Mrs. Ybarra, supported by Mrs. Colburn, that the Board of Education approve the recommendation to reinstate Student 1219191400 with conditions as presented.

The motion passed unanimously.

Projects under current study/review:
• 31 A Leadership Committee
• Holland Language Academy Library
• Student Achievement Growth for Evaluation (40%)
• Academic Parent Teacher Teams/Student-Lead Conferences
• Holland Education Network
• Building School Improvement Team Presentations

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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.

B. STUDY SESSION II – Board members reported on the January 6, 2020 Study Session II 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.

School Improvement Team Presentation: Principal LeeAnn Stephan and School Improvement Team members presented priority areas and growth benchmarks for Jefferson Elementary. (Trustee McKay)

Finance & Property:
○ Financial Reports for December 2019: Director Powers reviewed the general fund budget to actual report and the capital project listing report for the month of December. Revenues for this year are at 40.7% compared to 39.1% last year and Expenditures are at 35.1% compared to 33.8% for the same period. (Treasurer Ybarra)

○ 18-mill Operating Tax Levy Renewal: Superintendent Davis and Director Powers discussed the resolution for the 18-mill non-homestead operating tax levy renewal to be placed on the ballot in May. (Treasurer Falstad)

Moved by Mrs. Falstad, supported by Mrs. Colburn, that the Board of Education adopt the Special School Election Resolution as presented. [Attachment A]

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

The motion was unanimously approved.

○ FY20 General Fund Budget Amendment: Director Powers reviewed the proposed general fund budget amendment, highlighting the more significant items of change from the budget originally adopted in June 2019. Due to higher than budgeted student FTE and foundation grant increase, the overall net position of the District has improved. The net position from a deficit budget of ($19,300)
has improved to a budget surplus of $115,800. This does still include the transfer and use of $150,000 from the District’s Property and Sale Fund in the amount of $150,000 and the increased annual revenues due to the OAISD Enhancement Millage. (Treasurer Ybarra)

Moved by Mrs. Ybarra, supported by Mrs. Falstad, that the Board of Education approve the 2019-20 General Fund Budget Amendment 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.

○ FY20 Original Budget – New Special Revenue Fund: Director Powers discussed the new national requirements for student activity accounts and the resulting new special revenue fund. (Trustee McKay)

Moved by Mr. McKay, supported by Mrs. Ybarra, that the Board of Education approve the New Special Revenue Fund Amendment Resolution as presented. [Attachment C]

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

The motion was unanimously approved.

○ Project Updates: Deputy Superintendent Sherwood shared information regarding the following current or planned projects.

  i. Mold Remediation/Insurance Claim update. All of the necessary claims and paperwork are in their final review and the District hopes to hear back from the insurance company by the end of the month. (Trustee Woltman)

  ii. Playgrounds Update: Dr. Sherwood reviewed the date/timelines/recommendations completed by GMB. (Trustee Woltman)

  iii. Sinking Fund Projects Priority List. The project priority list and updated expenditures was approved. (Trustee McKay)

  iv. Foodservice Chiller request for approval of purchase. A recommendation from Patty Wall for the purchase of a blast/chiller combination oven was reviewed. (Trustee Marroquin)

Moved by Mr. Marroquin, supported by Mr. Woltman, that the Board of Education approve the recommendation by Patty Wall, Director of Nutrition Services, for the purchase of a blast/chiller combination oven from Stafford Smith in the amount of $25,660.59. The motion was unanimously approved. [Attachment D]

  v. Door Access Controls Recommendation: A recommendation for an upgrade for door access controls by Dr. Sherwood was considered. (Trustee Marroquin)
Moved by Mr. Marroquin, supported by Mr. McKay, that the Board of Education approve the recommendation by Dr. Karen Sherwood, for the purchase of door access control upgrades from Presidio in the amount of $128,715.66 with funds to be used from the sinking fund. The motion was unanimously approved. [Attachment E]

Personnel: Deputy Superintendent Sherwood provided an update on new hires that would be brought forward for consideration at the next meeting. (President Meyer)

Strategic Plan: Superintendent Davis provided updates on items related to the District’s Strategic Plan. (President Meyer)
  - Monthly Update on progress toward implementation of the plan
  - Enrollment Dashboard

Board Policy (Superintendent Davis-No time requested)
  - There are no HPS Board of Education Policy updates at this time.

Superintendent Updates: (President Meyer)
  - Legislative Updates: Superintendent Davis provided a legislative update which included a state revenue estimating conference report. Initial reports indicate that the sales tax revenue is trending positive, student FTE across the state is lower, positive revenue is projected. This information will be important as the Governor considers her budget in the coming weeks.

HEA / Board Communications Report: There was no report as the committee did not meet in December. The next scheduled meeting is January 30, 2020.

Holland Education Foundation Report: There was no report.

Board Meeting Agenda Construction: Board Members planned the agenda for the January 20, 2020 Board Meeting. (President Meyer)

MASB Board Governance Training: Denny Patzer from MASB facilitated a Board Governance training session with the Board. (President Meyer)

Other: MASB Conference Request - Trustee Falstad presented a request to attend the MASB Winter Institute February 21-23, 2020 in Lansing. (President Meyer)

Moved by Mrs. Colburn, supported by Mr. Marroquin, that the conference request of Trustee Falstad be approved as presented to attend the MASB Winter Institute Conference, February 21-23, 2020, with payment in the amount of $543.95. The motion was approved 6-1, with Trustee Falstad abstaining.

STRATEGIC PLAN FOCUS AREAS

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.

XI. SUPERINTENDENT'S REPORT AND/OR RECOMMENDATIONS

A. SUPERINTENDENT’S REPORT

1. Superintendent Open Office Hours: Superintendent Davis announced open office hours scheduled for Wednesday, February 19, 1:00 – 2:00 p.m.

2. HPS Honors Dr. Martin Luther King Jr Day - MLK Day – Today, January 20, 2020, is Dr. Martin Luther King, Jr. Day. In honor and recognition of the legacy of this great man, Holland Public Schools was not in session for students so that they could participate in activities available throughout the community through service and learning.

3. Current Legislative Initiatives: Superintendent Davis shared information on recent legislative action as highlighted by Representative Slagh in public comments.

4. National School Board Recognition Month: Superintendent Davis thanked the HPS Board of Education for their continued work and leadership in the Holland Community. The Board participated in a game of Strategic Plan Jeopardy.

5. Strategic Plan Update: Superintendent Davis provided a strategic plan update. Board members participated in a version of virtual Jeopardy as a review of the strategic plan vision, mission, focus areas, strategies, and outcomes.

XII. OLD BUSINESS: President Meyer reported out on the final evaluation of the Superintendent. Superintendent Davis was rated highly effective by the board.

XIII. ADJOURNMENT: President Meyer adjourned the meeting at 8:24 p.m.

Approved as presented: ________________________________

Linda Falstad, Secretary