I. CALL TO ORDER  The Annual Organizational Meeting of the Holland Board of Education was called to order at 6:38 p.m. by President Meyer in the Board Training Room of the District Administration Building, 320 W. 24th Street.

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

II. APPROVAL OF AGENDA

Moved by Mr. McKay, supported by Mrs. Falstad, that the agenda for the December 16, 2019, Organizational Meeting be approved as submitted.  The motion was unanimously approved.

III. OATH OF OFFICE

A. BOARD OF EDUCATION OATH OF OFFICE - Superintendent Davis administered the HPS Board of Education Oath of Office to the Board.

As an elected member of the Board of Holland Public Schools, I accept the high honor and trust that has been placed in me to ensure that the children of this district receive the best education possible with an uncompromising commitment to student achievement in a 21st Century learning environment. In accepting this position, I hold the pursuit of that goal as my sacred duty. To that end, I hereby swear that I will:

• Place the interests of children above all others in every decision that I make;
• Uphold all applicable federal and state laws and regulations;
• Abide by the policies of the Board, and work with my fellow Board members to change those policies as needed to improve student learning;
• Maintain board focus on the achievement of all students in accordance with our non-discrimination policy;
• Not use my position for personal or partisan gain;
• Model continuous learning in my role as a member of the governance team;
• Maintain a strategic plan for the district that clearly defines success and accountability for the board, the staff, and our students;
• Focus on the policy work of the Board and monitor progress on the indicators of success in our strategic plan, leaving the day to day operation of the district to the superintendent and staff;
• Base my decisions upon available facts, vote my convictions, avoid bias, and uphold and support the decisions of the majority of the board once a decision is made;
• Work to build trust between and among board members and the superintendent by treating everyone with dignity and respect, even in times of disagreement;
• Maintain the confidentiality of privileged information including that shared in executive sessions of the board;
• Recognize that the authority rests only with majority decisions of the board and will make no independent commitments or take any independent actions that may compromise the board as a whole;
• Refer constituent complaints and concerns to the appropriate person within the district chain of command; and
• Respect the leadership roles of the board chair and superintendent.

I will maintain fidelity to these commitments and will be held accountable by my fellow board members should I fail to live up to this oath. So help me, God.

Trustees Colburn, Falstad, Marroquin, McKay, Meyer, and Woltman agreed to uphold this oath.

IV. ELECTION OF OFFICERS – Any board member may propose a slate of officers, or propose nominations for each officer individually.

A. President Meyer called for a nomination of a slate of officers for approval.

Moved by Mr. McKay, supported by Mrs. Falstad, the board approve the slate of officers for:

President: Mr. Meyer  
Vice President: Mrs. Colburn  
Secretary: Mrs. Falstad  
Treasurer: Mrs. Ybarra

The motion was unanimously approved.

V. BOARD COMMITTEE STRUCTURE: President Meyer facilitated a discussion regarding Board Governance and a proposed committee structure change in format. The committee structure consideration includes two Board Study Sessions each month in place of individual committee assignments.

• Board Study Session I (Student Achievement: Curriculum, Assessment, Instructional Practice, State/Federal Programs, Social Competency, Performance Evaluations, and PBIS/PPS Culture & Climate)
• Board Study Session II (Strategic Planning: Finance, Facility, Personnel, and Policy)

Moved by Mrs. Falstad, supported by Mr. McKay, that the board approved the Board Study Sessions I & II each month.

The motion was unanimously approved.

Mrs. Colburn recommended a parliamentary time keeper for accountability, Mr. Woltman agreed.

BOARD APPOINTMENTS:

A. EXECUTIVE COMMITTEE ASSIGNMENTS - President Meyer announced the members and chairpersons of the Executive Committee, as well as other appointments.

Executive Committee:
1. President, Chairperson
2. Vice President
3. Treasurer
VI. **DETERMINATION OF DATE, TIME, AND PLACE OF ALL for 2020 REGULAR BUSINESS MEETINGS** - It was recommended that the third Monday of the month, at 7:00 p.m., in the Board Training Room of the District Administration Building, 320 W. 24th Street, be designated as the date, time and place for regular business meetings of the Board of Education.

Moved by Mr. McKay, supported by Mrs. Falstad, that a regular business meeting of the Board of Education be held the third Monday of the month (*with the exception of April due to spring break), those dates being: January 20, February 17, March 16, April 27*, May 18, June 15, July 20, August 17, September 21, October 19, November 16, and December 21, 2020. Further, said meetings shall commence at 7:00 p.m., in the Board Training Room of the District Administration Building, 320 W 24th Street.

The motion was unanimously approved.

**DETERMINATION OF DAY OF WEEK, TIME, AND PLACE OF ALL for 2020 BOARD STUDY SESSIONS**

Board Study Session I: 1st Monday of each month at 5:30 p.m.

Board Study Session II: 2nd Monday of each month at 5:30 p.m.

Executive Committee will meet as needed.

VII. **SCHEDULING OF OPTIONAL PRAYER MEETINGS FOR 2020** - It is the custom of members of the Board of Education to voluntarily meet together for the purpose of prayer at 6:30 p.m., prior to the regular meetings of the Board. This gathering is open to public participation, and may result in a quorum of the Board being present.

Moved by Mrs. Falstad, supported by Mr. McKay, that the Board approve the scheduling of an optional prayer meeting to be held at 6:30 p.m. on the third Monday of the month; and further, that said meetings will be posted together with the regular business meetings.

The motion was approved 5-1, with Trustee Marroquin voting no.

VIII. **CONSENT AGENDA**

A. Name Chemical Bank as the official Holland Public School depository for 2020 school accounts.

B. Authorize the following signatures for all fund accounts: Board Treasurer, the Director of Finance, the Accounting Supervisor, and the Superintendent. This includes the General, Debt
C. Authorize the Superintendent, the Director of Finance and the Accounting Supervisor to invest monies of the various funds of the District in a manner prescribed under Section 380.123 of the Michigan State School Code of 1976, using the following investment depositories: Bank of America, Chemical Bank, Fifth Third Bank, US Bank, Huntington Bank, Macatawa Bank, Michigan Cooperative Liquid Assets Securities System (CLASS), Mercantile Bank of Michigan, Michigan School District Liquid Asset Fund (MILAF), and West Michigan Community Bank.

D. Appoint the Director of Finance as the Electronic Transfer Officer (ETO) and authorize the ETO to administer electronic transfer of funds in accordance with all applicable laws and existing Board of Education bylaws and policies.

E. Authorize the Superintendent; Director of Finance; Deputy Superintendent; Supervisor of Facilities; Associate Superintendent of Student Services; and Associate Superintendent of School Improvement to sign contracts, and agreements as approved by the Board of Education and existing Board of Education bylaws and policies.

F. Authorize District and Building Administrators to approve and sign purchase orders.

G. Appoint the Superintendent’s Administrative Assistant as deputy to the Board Secretary for the purpose of conducting all school elections.

H. Authorize the Superintendent to act as designee of the Board for purposes of communicating all official acts of the Board in the absence of an identified Board spokesperson.

I. Authorize the Superintendent to issue individual contracts to teachers and administrators and to accept resignations on behalf of the Board.

J. Authorize the Superintendent, in consultation with the Executive Committee, to enter into resignation and settlement agreements with District employees as she/he deems in the best interest of the District, provided that the economic consideration paid to the employee, if any, does not exceed the sum of thirty thousand dollars ($30,000), in addition to payments to which the employee is otherwise entitled.

K. Designate Thrun, P.C., Clark Hill, PLC, and Miller Johnson, to be retained as legal counsel for 2020.

L. Re-adopt all existing bylaws and policies for 2020 as documented in the Bylaws and Policies Online Manual dated March 1994, as well as all bylaw/policy changes subsequently adopted by the Board.

M. Approve participation in all eligible state/federal/private grant programs during 2020.

N. Board Compensation – In accordance with Bylaw 0144.1 Trustees of the School District of the City of Holland shall not be compensated for their attendance at committee meetings, special meetings, regular meetings of the Board, or community related Board functions for their services, nor reimbursement for travel expenses related to such attendance. The compensation for board members January 1 – December 31, 2020, shall be zero. Board members may be reimbursed for expenses for attendance at conferences, authorized by the Board in accordance with Bylaw 0144.1.

O. Authorize the Superintendent to act on behalf of the Board of Education for the suspension or expulsion of a student as authorized by 380.1311 of the Revised School Act and Board Policy 5610.

Moved by Mr. McKay, supported by Mrs. Colburn, that consent agenda items A through O be approved and adopted as submitted.
The motion was unanimously approved.

IX. OLD BUSINESS— Mr. Jonathan Verge, Holland High School Theatre Teacher was introduced to the board and community.

X. PUBLIC COMMENTS – There were no public comments.

XI. ADJOURNMENT - With all business being complete, President Meyer adjourned the meeting at 7:09 p.m.

Approved as presented: 

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Linda Falstad, Secretary