

**APPROVED MINUTES OF THE REGULAR MEETING
OF THE
HOLLAND BOARD OF EDUCATION**

**The School District of the City of Holland
Ottawa County, Michigan
May 15, 2023**

- I. CALL TO ORDER - ROLL CALL - WELCOME** – President Colburn welcomed the audience and called the meeting to order at 6:00 p.m. in the District Administration Office, Board Training Room, 320 West 24th Street.

ROLL CALL:

BOARD: Trustees Arendshorst, Colburn, Falstad, Marroquin, Mulder, Woltman, and Ybarra

ADMINISTRATORS: Superintendent Cassidy, Associate Superintendent Pennington & McCloud, Director Craner, Assistant Director Clawson, and Administrative Assistant Kooiker (recorder)

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF CONSENT AGENDA

A. APPROVAL OF AGENDA

1. Regular Business Meeting of May 15, 2023
2. Consent Agenda for May 15, 2023

B. APPROVAL OF MINUTES

1. April 24, 2023, Regular Business Meeting

Moved by Diane Ybarra, supported by Lois Mulder, that the Board of Education approves the Consent Agenda for May 15, 2023. The motion was unanimously approved.

IV. HOLLAND HIGH SCHOOL SENATE

Student Senate President Libby LeFebre provided her final update to the Board.

- Seniors last day was May 15.
- Seniors participated in a tradition of walking through all of the buildings on their last day of school.

The Board thanked Libby for her monthly updates.

V. HPS CELEBRATES

A. MDE SEAL OF BILITERACY RECIPIENTS: Lynette Brander, EL Coordinator & Instructional Coach introduced students who received Bi-literacy Seals on their diplomas.

- Edith Garcia
- Carlos Pulido
- Raneem Shamieh
- Irene Ryzenga
- Danya Ortiz
- Cora VanFaasen
- Emma Ortiz
- James Baer
- Avery Walkotten
- Mia Mendoza-Ho

- Mohammadfadi Kalahji
- Dyami Campos
- Felix Cruz-Gonzalez
- Maudie Shanahan

VI. RECOGNITION OF RETIREES

A. Associate Superintendent Pennington recognized employees who have retired from the District since May 2022.

- Shelly Blystra
- Nancy Bussler
- Lori Mierle-Krueggel
- Rosa Rodriguez
- Rob Ryzenga
- Patty Schoettely
- Shawn Teegarden
- Yvonne Tyler
- Sandy Valk

VII. PUBLIC COMMENTS

- Lisa Whiteman, 1161 Alden Ct. Holland, MI 49423. Lisa invited the board and anyone who would like to attend Baccalaureate with the Class of 2023, at Pillar Church on Sunday, May 21 at 3 pm.

VIII. PERSONNEL REPORT AND/OR RECOMMENDATIONS

Associate Superintendent Pennington recommend the following personnel action:

A. Retirements:

- **Shelly Blystra**, Physical Education Teacher, West and Holland Heights effective June 30, 2023.
- **Lori Mierle-Krueggel**, 2nd Grade Teacher, West School, effective June 30, 2023.
- **Rosa Rodriguez**, 3rd Grade TWBI Teacher, Holland Language Academy, effective June 30, 2023.
- **Robert Ryzenga**, 1st Grade Teacher, West School, effective June 30, 2023.
- **Patricia Schoettely**, 2nd Grade Teacher, Holland Heights School, effective June 30, 2023.
- **Shawn Teegardin**, School Psychologist, District, effective June 30, 2023.
- **Sandra Valk**, 4th Grade Teacher, Jefferson School, effective June 30, 2023.

Moved by Dian Ybarra, supported by Linda Falstad, that the Board of Education approve, with regret, the retirement of: Shelly Blystra, Lori Mierle-Krueggel, Rosa Rodriguez, Robert Ryzenga, Patricia Schoettely, Shawn Teegardin, and Sandra Valk. The motion was unanimously approved.

B. Resignations:

- **Sara Dickinson**, Special Education Teacher, HMS and HHS, effective June 6, 2023.
- **Angie Folkersma**, 2nd Grade TWBI Teacher, Holland Language Academy, effective June 6, 2023.
- **Amanda Rivers**, Special Education Teacher, Holland High School, effective May 12, 2023.

Moved by Tim Marroquin, supported by Linda Falstad, that the Board of Education

approve, with regret, the resignation of: Sara Dickinson, Angie Folkersma, and Amanda Rivers.
The motion was unanimously approved.

C. Hiring:

- **Michelle DeBoer**, 2nd Grade TWBI Teacher, Holland Language Academy, effective August 21, 2023.
- **Kristen Kempf**, Elementary Teacher (grade TBD), West School, effective August 21, 2023.
- **Melissa Kuiper**, 2nd Grade Teacher, West School, effective August 21, 2023.
- **Brittany Ridenour**, 2nd Grade Teacher (tentative), Holland Heights School, effective August 21, 2023.
- **Cornelia Sowa**, ECSE Teacher, West School, effective August 21, 2023.

Moved by Lois Mulder, supported by Linda Falstad, that the Board of Education approve a probationary contract for: Michelle DeBoer, Kristen Kempf, Melissa Kuiper, Brittany Ridenour, and Cornelia Sowa. The motion was unanimously approved.

IX. BOARD COMMITTEES and STUDY SESSION REPORTS AND/OR RECOMMENDATIONS

A. TEACHING FOR LEARNING – The committee met on May 1, 2023.

Agenda Review and Roll Call: The meeting was called to order at 4:47 p.m.

Board: Trustees Falstad, Marroquin, and Mulder

Administration: Superintendent Cassidy and Associate Superintendents McCloud and Remillard

Public Comments: There were no public comments.

Office of School Improvement: Associate Superintendent Remillard provided updates on the following:

- add.a.lingua recommendation for the 2023-2024 school year
- Summer School
- Block Party
- ELA Curriculum Adoption TK-12th Grade
- District Goals
- SEAB

Office of Student Services: Associate Superintendent McCloud provided updates on the following:

- ESY and summer school coordination with School Improvement
- GSRP updates
- DHH "This is Me!"

Superintendent Updates: Superintendent Cassidy provided updates on the following:

- GRCC Annexation Discussion
- Holland Educational Foundation
- Strategic Planning/Facility Master Plan
- Superintendent Goals
- Updated Administrative Guidelines for Graduation Requirements

Other: No other items were discussed.

Adjournment: The meeting adjourned at 6:21 p.m.

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.

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.

B. FINANCE AND PROPERTY COMMITTEE – The committee met on May 2, 2023.

Agenda Review and Roll Call: The meeting was called to order at 4:01 p.m.

Present:

Board: Trustees Arendshorst, Woltman, and Ybarra

Administration: Superintendent Cassidy, Associate Superintendent Pennington, Chief Financial Officer Powers, and Chief Technology Officer Thelen

Public Comments: There were no public comments.

Finance & Property: Chief Financial Officer Powers provided updates on the following and action to be requested at the regular May board meeting.

- Financial reports for April 2023 (none due to timing of meeting)
- Scheduling of 2023-2024 Public Budget Hearing – Superintendent Cassidy recommended that the Hearing be held on June 12, 2023, at 5:30 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, the BSS meeting for June 12, 2023, will begin immediately following the public hearing)

Moved by Mark Woltman, supported by Lois Mulder, that the Board of Education approve the Notice of a Public Hearing on the proposed 2023-2024 Budget, setting June 12, 2023, 5:30 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.

Roll Call Vote:

Ayes: Arendshorst, Colburn, Falstad, Marroquin, Mulder, Woltman, and Ybarra

Nays: None

The motion was unanimously approved.

- OAISD 2023-2024 General Operating Budget Resolution - Director Powers shared the OAISD's 2023-24 General Fund Budget. Local school districts within the ISD are required to take board action in May to either approve the OAISD operating budget or not. The resolution will be brought forward at the regular May board meeting.

Moved by Mark Woltman, supported by Lois Mulder, that the Board of Education approve/disapprove the Ottawa Area Intermediate School District ("ISD") General Operating Budget Resolution for the 2023-2024 school year as attached. (If disapproved, specific objections and proposed changes must be submitted.) [Attachment A]

Roll Call Vote:

Ayes: Arendshorst, Colburn, Falstad, Marroquin, Mulder, Woltman, and Ybarra

Nays: None

The motion was unanimously approved.

- 2023-24 General Fund budget discussion.
- Purchase of replacement Chromebooks for Holland Middle School students.

Moved by Mark Woltman, supported by Chris Arendshorst, that the Board of Education approve the purchase of 700 replacement Middle School student Chromebooks and Google ChromeOS Management licenses for a total of \$162,610.00 from Presidio. [Attachment B]

Roll Call Vote:

Ayes: Arendshorst, Colburn, Falstad, Marroquin, Mulder, Woltman, and Ybarra

Nays: None

The motion was unanimously approved.

- Purchase of video surveillance upgrades.

Moved by Mark Woltman, supported by Diane Ybarra, that the Board of Education approve the contract with Buist Automation in the amount of \$146,335.23 for upgrading our video surveillance system, including the addition of new cameras. [Attachment C]

Roll Call Vote:

Ayes: Arendshorst, Colburn, Falstad, Marroquin, Mulder, Woltman, and Ybarra

Nays: None

The motion was unanimously approved.

- Purchase of replacement copiers.

Moved by Mark Woltman, supported by Linda Falstad, that the Board of Education approve the purchase of 10 new copiers from Adams Remco in the amount of \$55,464.00. [Attachment D]

Roll Call Vote:

Ayes: Arendshorst, Colburn, Falstad, Marroquin, Mulder, Woltman, and Ybarra

Nays: None

The motion was unanimously approved.

- Purchase of replacement gym bleachers at Holland Middle School.

Moved by Mark Woltman, supported by Lois Mulder, that the Board of Education approve the purchase of bleachers for the middle school from Interkal in the amount of \$152,459.00.

[Attachment E]

Roll Call Vote:

Ayes: Arendshorst, Colburn, Falstad, Marroquin, Mulder, Woltman, and Ybarra

Nays: None

The motion was unanimously approved.

- Purchase of fire alarm system upgrade at Jefferson Elementary School.

Moved by Mark Woltman, supported by Chris Arendshorst, that the Board of Education approve the purchase from Riverside Integrated Systems for a fire alarm upgrade at Jefferson Elementary in the amount of \$69,865.00. [Attachment F]

Roll Call Vote:

Ayes: Arendshorst, Colburn, Falstad, Marroquin, Mulder, Woltman, and Ybarra

Nays: None

The motion was unanimously approved.

- Purchase of initial investment in GPS equipment for our school buses.

Moved by Mark Woltman, supported by Linda Falstad, that the Board of Education approve the purchase of GPS and other equipment, software and related training for our school bus fleet from Tyler Technologies in the amount of \$99,598.00. [Attachment G]

Roll Call Vote:

Ayes: Arendshorst, Colburn, Falstad, Marroquin, Mulder, Woltman, and Ybarra

Nays: None

The motion was unanimously approved.

From last month:

- Purchase of weight room equipment.

Moved by Mark Woltman, supported by Lois Mulder, that the Board of Education approve the purchase of weight room equipment from Power Lift in the amount of \$202,353.33.

[Attachment H]

Roll Call Vote:

Ayes: Arendshorst, Colburn, Falstad, Marroquin, Mulder, Woltman, and Ybarra

Nays: None

The motion was unanimously approved.

Associate Superintendent of Human Resources Report: Associate Superintendent Pennington provided an update on the following:

- Vacancies and Postings Update
- New Hires

Superintendent Report: Superintendent Cassidy provided an update on the following:

- Facility Master Plan/Strategic Planning Meeting
- Updated Bond Project Timeline
- Superintendent Goals

Other: No other items were discussed.

Adjournment: The meeting adjourned at 5:08 p.m.

STRATEGIC PLAN FOCUS AREAS

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Holland Public Schools will support and engage staff, family and community partnerships through ongoing communication, involvement and accountability that lead to student success.

FINANCE AND OPERATIONS GOAL:

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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.

- C. EXECUTIVE COMMITTEE – The committee met on May 3, 2023. The committee will recommend approval of the following:

Agenda Review and Roll Call: The meeting was called to order at 4:00 p.m.

Present:

Board: Trustees Colburn, Woltman, and Ybarra

Administration: Superintendent Cassidy

Public Comments: There were no public comments.

Superintendent Updates:

- Strategic Planning Meeting/Facility Master Plan Discussion
- GRCC Annexation Discussion
- Superintendent Goals
- OAISD BOE Biennial Election

Edna Mae Haworth Scholarship: Presentation of scholarship at Honors Convocation, May 21, 7 pm, HHS Performing Arts Center. Superintendent Cassidy discussed the agency fund establishment at the Community Foundation of the Holland/Zeeland Area and request for funds.

Superintendent's Progress Review: The executive committee reviewed the superintendent's progress.

Contract Renewal for Superintendent Nick Cassidy: An extension of the superintendent's contract through June 30, 2026, was requested at the regular May board meeting.

Moved by Chris Arendshorst, supported by Diane Ybarra, that the Board of Education extend the contract for Superintendent Nick Cassidy through June 30, 2026. The motion was unanimously approved.

Central Office Administrator Contract Renewals:

- A. Continuation of Contracts for Administrators contracts by one year through June 30, 2025.
- Katie Pennington, Associate Superintendent of Human Resources
 - Laura McCloud, Associate Superintendent of Student Services
 - Melissa Remillard, Associate Superintendent of School Improvement

Study Session Agenda Construction: Committee members planned the agenda for the May Study Session Meeting based upon the discussions at Teaching for Learning, Finance & Property, Executive Committee, and matters arising.

Other: No other items were discussed.

Adjournment: The meeting adjourned at 5:38 p.m.

STRATEGIC PLAN FOCUS AREAS

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HUMAN SERVICES GOAL:

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- D. BOARD STUDY SESSION – The committee met on May 8, 2023.

Agenda Review and Roll Call: President Colburn welcomed all participants and called the meeting to order at 5:30 p.m. in the Board Training Room of the District Administration Building, 320 West 24th Street.

ROLL CALL:

BOARD: Trustees Arendshorst, Colburn, Falstad, Marroquin, Mulder, Woltman, and Ybarra

ADMINISTRATION: Superintendent Cassidy and Associate Superintendents Pennington, McCloud and Remillard, and CTO Thelen

Public Comments: There were no public comments.

HHS Disc Golf: Jeff Kordich, Holland Early College Math Teacher provided an update.

Strategic Planning Discussion:

- a. Dave Tebo presented on the possibilities of a STEM focused school
- b. Discussion of deadlines for decisions in Facility Planning
- c. Discussion of next steps in creating a Facility Master Plan
- d. Discussion of gathering community feedback
- e. Scheduling next meeting. The next meeting is scheduled for June 21, 2023, 8 am – 1 pm.

HHS Disc Golf: Jeff Kordich, Holland Early College Math Teacher provided an update.

Strategic Planning Discussion:

- a. Dave Tebo presented on the possibilities of a STEM focused school
- b. Discussion of deadlines for decisions in Facility Planning
- c. Discussion of next steps in creating a Facility Master Plan
- d. Discussion of gathering community feedback
- e. Scheduling next meeting. The next meeting is scheduled for June 21, 2023, 8 am – 1 pm.

Committee Reports:

- a. Teaching for Learning Committee: There were no questions, comments, or clarification from the meeting on May 1, 2023.
- b. Finance & Property Committee: There were no questions, comments, or clarification from the meeting on May 2, 2023.
- c. Executive Committee: There were no questions, comments, or clarification from the meeting on May 3, 2023.
- d. Holland Educational Foundation Report: Trustee Mulder provided an update.
- e. HEA communications Update: President Colburn and Trustee Arendshorst provided an update on the HEA Communications meeting from April 27, 2023.

Board Communication: Review of communication protocols.

Superintendent Progress Review and Contract Consideration: President Colburn shared an overview of Superintendent Cassidy's midyear progress meeting and recommendation to extend his contract until June 30, 2026.

Board Meeting Agenda Construction: Board Members planned the agenda for the May 15, 2023 Board Meeting.

Other: no other items were discussed.

Adjournment: The meeting adjourned at 7:24 p.m.

X. OAISD Board Election: Resolution Designating the District's Election Representative (and alternate) for OAISD Board Candidates.

President Colburn facilitated a discussion identifying a representative (Woltman) and alternate (Ybarra) to elect two candidates for the vacancies on the ISD Board on Monday, June 5, 2023. The motion will take place at a special meeting on May 15, 2023 at 6:45 pm or immediately following the regular board meeting. The board will determine two candidates to cast votes for.

XI. SUPERINTENDENT'S/CABINET REPORT AND/OR RECOMMENDATIONS

1. Superintendent Open Office Hours: Superintendent Cassidy has open office hours scheduled for Thursday, June 1, 8:00 a.m., at the District Administration Office, Lincoln Conference Room. Superintendent Cassidy will host open office hours on the first Thursday of each month at 8:00 a.m. If you would like to reach Superintendent Cassidy please email him: ncassidy@hollandpublicschools.org.
2. 2023 Graduation Activities: Superintendent Cassidy announced activities for our Graduation Class of 2023.
3. National Teacher Appreciation Week: Superintendent Cassidy announced that May 8-12, 2023, was National Teacher Appreciation Week and thanked our professional staff for their dedication to the students of Holland Public Schools.
4. National Nurse Appreciation Week: Superintendent Cassidy announced that May 6-12, 2023, 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.
 - Hendrina Cupery
 - Lisa Gort
 - Demetria Friberg
 - Nicole Stewart
 - Jen Yoder
 - Emily Byl
 - Beth Wiersma
 - Hannah Lee
5. National Police Week: Superintendent Cassidy will announce that May 15-21, 2023, was National Police Week. 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.
 - Officer Soto
 - Officer Heintzelman
 - Officer Spykerman
 - Officer Barrett
 - Officer Nelson
 - Officer Hamberg
 - Sargeant Weatherwax
6. School of Choice Window: Superintendent Cassidy announced the non-resident School of

Choice window June 1-30, 2023.

7. Current Legislative Initiatives: Superintendent Cassidy shared information on recent legislative action.
- The Senate passed HB 4166, which would repeal the A-F letter grading system that is out of compliance with federal law.
 - The state would still retain the Mi School Index and Parent Dashboard system that is attached to our approved ESSA plan.

The House Education Committee is scheduled to discuss both SB 161 and SB 162 next week.

- SB 161:
 - Expands reciprocity guidelines to include countries and other states so that individuals can receive a Michigan certificate and applicable endorsements comparable to the ones held in that other location without the individual having to pass the applicable subject area exam.
 - Allow an individual to demonstrate that they'd been rated effective (rather than highly effective) for three out of the most recent five school years in their year-end evaluation to fulfill the requirement to be issued an advanced certificate.
 - Modify certain requirements pertaining to passing examinations before being issued a teaching certificate.
 - Next week the House Education Committee is taking up legislation that would [reinstate flexibility for districts to put in place substitute teachers](#) who have high school diplomas and are employees of the district. This flexibility would go through 2025.

Positive discussions regarding a movement to more of an equitable funding formula which would increase funding for Special Education (up to 100%), increase funding for EL students, and increase funding for At-Risk students. All would benefit Holland.

There will also be likely increases in funding towards School Safety and Mental Health as well as expansion of programming and funding for preschool.

8. Administrative Contracts: Superintendent Cassidy brought forward the recommendation for Continuation of Contracts by one year through June 30, 2025 for the following:
- Katie Pennington, Associate Superintendent of Human Resources
 - Laura McCloud, Associate Superintendent of Student Services
 - Melissa Remillard, Associate Superintendent of School Improvement

Moved by Lois Mulder, supported by Diane Ybarra, that the Board of Education approve the Continuation of Contracts through June 30, 2025 for Associate Superintendents McCloud, Pennington, and Remillard. The motion was unanimously approved.

- XII. OTHER:** Trustee Woltman enjoyed the Tulip Time and LAUP partnership event and thanked HPS administrators for participating in a vendor booth at Kollen Park on May 13.

Superintendent Cassidy thanked the LAUP Leadership for all of their work with this event.

XIII. ADJOURNMENT: President Colburn adjourned the meeting at 6:48 p.m.

Approved as presented: _____
Linda Falstad, Secretary