

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

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**The School District of the City of Holland  
Ottawa County, Michigan  
July 17, 2023**

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- 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 24<sup>th</sup> Street.

**ROLL CALL:**

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

ABSENT: Trustee Marroquin

ADMINISTRATORS: Superintendent Cassidy, Associate Superintendents Pennington, McCloud, and Remillard, and Administrative Assistant Kooiker (recorder)

**II. PLEDGE OF ALLEGIANCE**

**III. APPROVAL OF CONSENT AGENDA**

A. APPROVAL OF AGENDA

1. Regular Business Meeting of July 17, 2023
2. Consent Agenda for July 17, 2023

B. APPROVAL OF MINUTES

1. June 19, 2023, Regular Business Meeting
2. June 21, Special Meeting

**Moved by Diane Ybarra, supported by Lois Mulder, that the Board of Education approves the Consent Agenda for July 17, 2023.** The motion was unanimously approved.

- IV. PUBLIC COMMENTS:** There were no public comments.

**V. PERSONNEL REPORT AND/OR RECOMMENDATIONS**

Associate Superintendent Pennington recommended the following personnel action:

A. Hiring:

- **Chris Broadwater**, Title Teacher, West School, effective August 21, 2023.
- **Sydney Bryer**, Special Education (TIDES) Teacher, Jefferson School, effective August 21, 2023
- **Michelle Bruinsma**, 2nd Grade Teacher, Jefferson School, effective August 21, 2023.
- **Nicholas Snarski**, 2nd Grade Teacher, Jefferson School, effective August 21, 2023.
- **Thaddaeus LeFebre**, Physical Education Teacher, West and Holland Heights School, effective August 21, 2023.

**Moved by Mark Woltman, supported by Linda Falstad, that the Board of Education approve a probationary contract for: Chris Broadwater, Sydney Bryer, Michelle Bruinsma, Nicholas Snarski, Thaddaeus LeFebre.** The motion was unanimously approved.

## **VI. BOARD COMMITTEES and STUDY SESSION REPORTS AND/OR RECOMMENDATIONS**

A. Teaching for Learning, Finance and Property and Executive Committees did not meet in July.

B. Board Study Session – The committee met on July 10, 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 24<sup>th</sup> Street.

ROLL CALL:

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

EXCUSED: Trustees Woltman and Ybarra

ADMINISTRATION: Superintendent Cassidy and Associate Superintendents McCloud, Pennington, and Remillard, and Chief Financial Officer Powers

Public Comments: There were no public comments.

Strategic Planning Discussion:

- a. Ben Perdok (GMB) presented initial drawings of the proposed Heights renovation
- b. Discussion of deadlines for decisions in Facility Planning
- c. Discussion of the next steps in creating a Facility Master Plan
- d. Review of goal areas and data to be gathered for the Strategic Plan
- e. Discussion of gathering community feedback
- f. Scheduling next meeting

Committee Reports:

Committee meetings were not held in July.

Finance & Property Update: Chief Financial Officer Powers provided an update on the following:

- Financial Reports for June 2023: Director Powers reviewed the general fund budget to actual report and the capital project listing report for the month of June.
- Chief Financial Officer Powers provided an update on the payroll specialist and updates on the systems.

Personnel Report: Associate Superintendent Pennington updated the committee on personnel items.

Teaching For Learning Update:

- a. Associate Superintendents Remillard and McCloud provided updates on Summer School.
- b. Associate Superintendent Remillard provided an update on district academic goals.

Policies for First Reading: Superintendent Cassidy submitted the following policies for first reading:

- Policy 2623 Student Assessment (Revised)
- Policy 6325 Procurement - Federal Grants/Funds (Revised)
- Policy 8390 Animals on District Property (Revised)

- Policy 8400 School Safety Information (Revised)
- Policy 7540.02 Web Accessibility, Content, Apps, and Services (Revised)
- Policy 7540.03 Student Technology Acceptable Use and Safety (Revised)
- Policy 7540.04 Staff Technology Acceptable Use and Safety (Revised)
- Policy 8300 Continuity of Organizational Operational Plan (Revised)
- Policy 8305 Information Security (Revised)
- Policy 8315 Information Management (Revised)
- Policy 9700.01 Advertising and Commercial Activities (Revised)
- Policy 1615 Use of Tobacco by Administrators (Revised)
- Policy 3215 Use of Tobacco by Professional Staff (Revised)
- Policy 4215 Use of Tobacco by Support Staff (Revised)
- Policy 5512 Use of Tobacco by Students (Revised)
- Policy 7434 Use of Tobacco on School Premises (Revised)
- Policy 9160 Public Attendance at School Events (Revised)

Board Meeting Agenda Construction: Board Members planned the agenda for July 17, 2023 Board Meeting.

New Business:

- A. Superintendent's Contract: The Board of Education determined the salary for the Superintendent for 2023-24.

**Moved by Liz Colburn, supported by Lois Mulder, that the contracted base salary for Nick Cassidy, Superintendent of Schools, be increased by 4.5% for 2023-2024. The motion was unanimously approved.**

Other: No other items were discussed.

Adjournment: The meeting adjourned at 7:11 p.m.

## VII. POLICIES FOR SECOND READING AND ADOPTION

Superintendent Cassidy recommended the following policies for second reading and adoption:

- Policy 2623 Student Assessment (Revised)
- Policy 6325 Procurement - Federal Grants/Funds (Revised)
- Policy 8390 Animals on District Property (Revised)
- Policy 8400 School Safety Information (Revised)
- Policy 7540.02 Web Accessibility, Content, Apps, and Services (Revised)
- Policy 7540.03 Student Technology Acceptable Use and Safety (Revised)
- Policy 7540.04 Staff Technology Acceptable Use and Safety (Revised)
- Policy 8300 Continuity of Organizational Operational Plan (Revised)
- Policy 8305 Information Security (Revised)
- Policy 8315 Information Management (Revised)
- Policy 9700.01 Advertising and Commercial Activities (Revised)
- Policy 1615 Use of Tobacco by Administrators (Revised)
- Policy 3215 Use of Tobacco by Professional Staff (Revised)
- Policy 4215 Use of Tobacco by Support Staff (Revised)
- Policy 5512 Use of Tobacco by Students (Revised)
- Policy 7434 Use of Tobacco on School Premises (Revised)
- Policy 9160 Public Attendance at School Events (Revised)

Trustee Mulder requested that policy 8390 Animals on District Property (Revised), be tabled for further discussion.

**Moved by Lois Mulder, supported by Linda Falstad, that policy 8390 Animals on District Property (Revised), be tabled for further discussion.** The motion was unanimously approved.

**Moved by Diane Ybarra, supported by Chris Arendshorst, that the Board of Education adopt the remaining policies as presented.** The motion was unanimously approved. [Attachment A]

**VIII. SUPERINTENDENT'S/CABINET REPORT AND/OR RECOMMENDATIONS**

1. Superintendent Open Office Hours: Superintendent Cassidy announced that open office hours for 2023-24 will begin in September. More information will be posted on the district's website in August. If you would like to reach Superintendent Cassidy please email him: [ncassidy@hollandpublicschools.org](mailto:ncassidy@hollandpublicschools.org).
2. Current Legislative Initiatives: Superintendent Cassidy shared information on recent legislative action.
  - The state has passed universal lunch for all students. This is only for this year.
  - There will be considerable changes to collective bargaining and which topics are prohibited from bargaining. We await a more thorough update about how this will impact staff placements.
  - We will host community feedback sessions on our draft strategic plan on July 31st (4:00 pm) and August 1st (8:00 am).

**IX. OTHER:** No other items were discussed.

**X. ADJOURNMENT:** President Colburn adjourned the meeting at 6:11 p.m.

Approved as presented: \_\_\_\_\_  
Linda Falstad, Secretary