**APPROVED MINUTES OF THE REGULAR MEETING**

**OF THE**

**HOLLAND BOARD OF EDUCATION**

 **The School District of the City of Holland**

 **Ottawa County, Michigan**

 **June 17, 2024**

**I. CALL TO ORDER - ROLL CALL - WELCOME** – President Colburn welcomed the audience and called the meeting to order at 4:32 p.m. in the West Elementary School, Media Center, 500 West 24th Street.

**ROLL CALL:**

**BOARD:** Trustees Arendshorst, Colburn, Falstad, Marroquin (arrived at 4:39 pm), Mulder, and

Ybarra

**ADMINISTRATORS:** Superintendent Cassidy, Deputy Superintendent Pennington, Associate

Superintendent Murphy-DuBay, and Administrative Assistant Kooiker (recorder)

**II. PLEDGE OF ALLEGIANCE**

 **III. APPROVAL OF CONSENT AGENDA**

A. APPROVAL OF AGENDA

1. Regular Business Meeting of June 17, 2024

2. Consent Agenda for June 17, 2024

B. APPROVAL OF MINUTES

1. May 20, 2024, Regular Business Meeting

**Moved by Diane Ybarra, supported by Linda Falstad, that the Board of Education approve the Consent Agenda for June 17, 2024.** The motion was unanimously approved

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

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

 Deputy Superintendent Pennington recommended the following personnel action:

A. Resignations:

* **Hanna Barrs**, Kindergarten Teacher, Holland Heights, effective June 4, 2024.
* **Patrick LeMay**, currently on leave, effective June 4, 2024.
* **Madeline Lowell**, School Psychologist, effective June 4, 2024.
* **Kimberly Rose-Webb**, Special Education Teacher Consultant, effective June 4, 2024.

 **Moved by Lois Mulder, supported by Chris Arendshorst, that the Board of**

 **Education approves, with regret, the resignation of  Hanna Barrs, Patrick LeMay,**

 **Madeline Lowell, and Kimberly Rose-Webb.** The motion was unanimously approved.

B. Hiring:

* **Aliyah Boeve**, Elementary Specials Teacher, West School, effective August 19, 2024.
* **Maureen Bowyer**, General Education Social Worker, Jefferson School, effective August 19, 2024.
* **Abigail Glassman**, Special Education Teacher,  West School, effective August 19, 2024.
* **Bailey Vande Poel,** Special Education Teacher, Holland High School, effective August 19, 2024.
* **Pamela VanFaasen,** School Psychologist, District, effective August 19, 2024.
* **Brad VanTimmeren,** Special Education Teacher, Holland High School, effective August 19, 2024.
* **Elizabeth Walters,** Special Education Teacher, West School, effective August 19, 2024.

 **Moved by Lois Mulder, supported by Diane Ybarra,** **that the Board of Education approve a probationary contract for Aliyah Boeve, Maureen Bowyer, Abigail Glassman, Bailey Vande Poel, Pamela VanFaasen, Brad VanTimmeren, and Elizabeth Walters.** The motion was unanimously approved.

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

 A. TEACHING FOR LEARNING – Chairperson Mulder reported on the June 3, 2024 meeting of the

 Teaching for Learning Committee.

 Agenda Review and Roll Call: The meeting was called to order at 8:01 a.m.

 Present:

 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:

* Summer School
	+ Escape
	+ STEM
	+ Ready for Schools
	+ ODC
* Secured summer school funding for next year-23g

* [Summer Professional Development](https://docs.google.com/document/d/1h-DNBLkPGxlA6ZF7qQjlnhECxhaIWaWY/edit?usp=sharing&ouid=107340649347888769171&rtpof=true&sd=true)
* Science of Reading (Dyslexia Bill in Motion)
	+ What Holland is doing to prepare?
	+ 35j-100% training
	+ Book Study Shifting the Balance
	+ Stipends for LETRS Training-27 involved
* Growing in Preschool and special education
	+ 4 preschool classrooms at Jefferson
	+ 2 preschool classrooms at HLA
	+ 2 preschool classrooms at West
	+ Additional DHH PK at West
	+ Additional DHH Elementary at West
	+ Additional ASD at Middle School
* Leadership Academy-Beginning process to plan ahead
	+ Setting goals, planning events, planning PLC

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

 following:

* General Supervision Monitoring (GSM) update from the [Targeted Technical Assistance Cycle](https://drive.google.com/file/d/1oqIUTOa8sD_lOi0LbtK_AFW8TxN0ws3x/view?scrlybrkr=b2b8fac6)

 (TTAC)

* + History: Cohort 1 started in 2021-22 school year which included professional development offerings. Original sample size was about 10% of the district’s active documents. The work was paused and picked back up in Spring of 2023. A plan was developed to continue the monitoring process for the 2023-24 school year.
	+ Who: The team is made up of related service providers/diagnostic staff, teachers from various grade levels, teacher consultants and assistant director along with staff from OAISD.
	+ What: [Midpoint Monitoring](https://docs.google.com/document/d/1fFC4uOLC-P2vJMZP2mCV-oNE9s5q0iuB7mqrwSeuBYE/edit) included a smaller sample size for manageability.
	+ Results: Grew 40% in compliance and best practices. Most notable by the team was growth in processes and procedures around IEP development. Some discrepancies between the two cycles include an updated rubric, different staff members and a smaller sample size.
	+ Next steps: After the results Holland’s Special Education Department engaged with OAISD TTAC and our PLC model. The partnership will continue during the 2024-25 school year to continue to grow and develop practices. Target areas remain the Individual Education Program/Plan (IEP), specifically the Present Level of Academic Achievement and Functional Performance (PLAAFP), the Review of Existing Data (REED) and Evaluation Plan and Eligibility Recommendation (ER).

 Superintendent Updates:  Superintendent Cassidy provided updates on the following:

* Schedule B Review and Update
* Health Center Update

 Other:

* District Communication
* Heights Groundbreaking
* MOU with Wayne RESA
* The Athletic Department will provide an update at the Board Study Session

 Adjournment: The meeting adjourned at 9:07 a.m.

STRATEGIC PLAN FOCUS AREAS

ACADEMICS/PROGRAM GOAL:

 Holland Public Schools will provide educational excellence through relevant and innovative programming

 that maximizes the potential of each student in safe, supportive, and respectful learning environments.

FAMILY AND COMMUNITY PARTNERSHIP GOAL:

Holland Public Schools will unite our community around increasing opportunities and success for ALL students through dialogue, networking, and learning among families and community members.

FINANCE AND OPERATIONS GOAL:

Holland Public Schools will maximize resources for student learning, engagement, and safety.

HUMAN SERVICES GOAL:

 Holland Public Schools will recruit, retain, and invest in highly qualified staff.

 B. FINANCE AND PROPERTY COMMITTEE – Trustee Ybarra reported on the June 4, 2024

 meeting of the Finance and Property Committee.

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

 Board: Trustees Arendshorst, Woltman, and Ybarra

 Administration: Superintendent Cassidy, Chief Financial Officer Powers, Associate Superintendent

 Murphy-DuBay, and Deputy Superintendent Pennington

Public Comments: There were no public comments.

Finance & Property**:** Associate Superintendent Murphy-DuBay provided updates on the following:

* Financial Reports for May 2024: Associate Superintendent Murphy-DuBay reviewed the general fund budget to actual report and the capital project listing report for the month of May.
* 2023-24 Budget Amendment: Associate Superintendent Murphy-DuBay shared information regarding updated budget projections for the current fiscal year in advance of Board action requested at the June 17 regular meeting.
* 2024-25 Budget Development: Associate Superintendent Murphy-DuBay shared information regarding the proposed budget resolution for the upcoming fiscal year in advance of Board action requested at the June 17 regular meeting.
* 2024 Tax Millages: Associate Superintendent Murphy-DuBay shared information regarding the 2024 tax levies for the operating millage, the debt millage, and the sinking fund millage in advance of Board action requested at the June 17 regular meeting.

 **Moved by Diane Ybarra, supported by Chris Arendshorst, that the Board of Education approve amending the following 2023-24 budgets as presented: General Fund and Special Revenue Funds.** [Attachment A]

Roll Call Vote:

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

Nays: None

 The motion was unanimously approved.

**Moved by Diane Ybarra, supported by Lois Mulder, that the Board of Education approve the 2024-25 Budget Resolution.** [Attachment B]

Roll Call Vote:

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

Nays: None

 The motion was unanimously approved.

**Moved by Diane Ybarra, supported by Linda Falstad, that the Board of Education approve the 2024 tax levies as presented and authorize the Board Secretary and President to execute the 2024 Tax Rate Request to be provided to the County and various taxing units.** [Attachment C]

Roll Call Vote:

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

Nays: None

 The motion was unanimously approved.

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

* Vacancies and Postings Update
* New Hires

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

* Schedule B Review
* Legislative Updates and Advocacy

 Other: No other items were discussed.

 Adjournment: The meeting adjourned at 4:54 p.m.

STRATEGIC PLAN FOCUS AREAS

ACADEMICS/PROGRAM GOAL:

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FAMILY AND COMMUNITY PARTNERSHIP GOAL:

Holland Public Schools will unite our community around increasing opportunities and success for ALL students through dialogue, networking, and learning among families and community members.

FINANCE AND OPERATIONS GOAL:

Holland Public Schools will maximize resources for student learning, engagement, and safety.

HUMAN SERVICES GOAL:

 Holland Public Schools will recruit, retain, and invest in highly qualified staff.

 C. EXECUTIVE COMMITTEE – President Colburn reported on the June 4 & 10, 2024 meetings of the

 Executive Committee. Minutes for said meetings are enclosed. The committee will recommend

 approval of the following:

 June 4, 2024 meeting:

Agenda Review and Roll Call: The meeting was called to order at 7:31 a.m.

Present:

Board: Trustees Colburn, Woltman, and Ybarra

Administration: Superintendent Cassidy

Public Comments: There were no public comments.

Out-of-State/Overnight Field Trip Request: Superintendent Cassidy presented Sarah Malone's

request for the HHS Vocals/Concert Choir to travel to Carnegie Hall from March 30 – April 2, 2025.

Board approval was requested at the regular board meeting.

 **Moved by Diane Ybarra, supported by Lois Mulder, that the Board of Education approve**

 **the field trip request by Sarah Malone for the Holland High School Vocals/Concert Choir to**

 **travel to Carnegie Hall, in New York City from March 30 – April 2, 2025.** The motion was

 unanimously approved.

 Superintendent Updates:

* + MHSAA Membership Resolution for Renewal: Superintendent Cassidy brought forward the MHSAA membership resolution for consideration at the regular meeting of the Board in June.

 **Moved by Diane Ybarra, supported by Linda Falstad, that the Board of Education approve the 2024-2025 MHSAA Membership Resolution as presented.** The motion was unanimously approved. [Attachment D]

* + MASB Membership Renewal:Superintendent Cassidy brought forward the MASB membership renewal for consideration at the regular meeting of the Board in June.

**Moved by Diane Ybarra, supported by Chris Arendshorst, that the Board of Education approve the MASB Membership renewal as presented.** The motion was unanimously approved.

* + Superintendent Contract: The Executive Committee will meet on June 14, at 8:00 am (meeting moved to June 10, after BSS) to discuss Superintendent Cassidy’s Contract.
	+ Schedule of July Board Meetings: No committee meetings in July unless needed.
	+ Staffing Updates: Superintendent Cassidy provided an update.

 Study Session Agenda Construction: Committee members planned the agenda for the June

Study Session Meeting based upon the discussions at Teaching for Learning, Finance & Property,

Executive Committee, and matters arising.

 Other:

* MOU with Wayne RESA
* The Athletic Department will provide an update at the Board Study Session

 Adjournment: The meeting adjourned at 8:41 p.m.

 June 10, 2024 Executive Committee Meeting:

Agenda Review and Roll Call: The meeting was called to order at 6:23 p.m.

Present:

Board: Trustees Colburn and Ybarra

Administration: Superintendent Cassidy

Public Comments:There were no public comments.

Superintendent Contract:The Executive Committee discussed Superintendent Cassidy’s Contract.

**Moved by Diane Ybarra, supported by Linda Falstad, that the Board of Education approve a new five-year employment contract, expiring on June 30, 2029, for Nick Cassidy as Superintendent of Schools, as presented.** The motion was unanimously approved.

Other: No other items were discussed.

 Adjournment: The meeting adjourned at 6:58 p.m.

STRATEGIC PLAN FOCUS AREAS

ACADEMICS/PROGRAM GOAL:

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 that maximizes the potential of each student in safe, supportive, and respectful learning environments.

FAMILY AND COMMUNITY PARTNERSHIP GOAL:

Holland Public Schools will unite our community around increasing opportunities and success for ALL students through dialogue, networking, and learning among families and community members.

FINANCE AND OPERATIONS GOAL:

Holland Public Schools will maximize resources for student learning, engagement, and safety.

HUMAN SERVICES GOAL:

Holland Public Schools will recruit, retain, and invest in highly qualified staff

 D. BOARD STUDY SESSION – President Colburn reported on the June 10, 2024, Study Session.

Agenda Review and Roll Call: President Colburn welcomed all participants and called the meeting to order at 5:17 p.m. in the Board Training Room of the District Administration Building, 320 West 24th Street.

ROLL CALL:

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

ADMINISTRATION:Superintendent Cassidy, Deputy Superintendent Pennington, Associate Superintendents McCloud and Murphy-DuBay, and Director Muller

Public Comments: There were no public comments.

 Athletic Department: Director Muller provided an athletic department update.

 Annual Bullying Report to the Board: Superintendent Cassidy provided an annual report to the

 Board of the number of reports of bullying in the district for 2023-2024 per state definition and

 Reporting guidelines

 Committee Reports:

 a. Teaching for Learning Committee: Chairperson Mulder provided updates with items

 discussed at the Teaching for Leaning Committee meeting on June 3, 2024.

b. Finance & Property Committee: Trustee Ybarra provided updates with items

 discussed at the Finance & Property Committee meeting on June 4, 2024.

c. Executive Committee: President Colburn provided updates with items discussed at

 the Executive Committee meeting on June 4, 2024.

 d. Holland Educational Foundation Report: Trustee Mulder provided an update.

 e. HEA Communications Update: Trustees Arendshorst and Ybarra provided an update on

 the HEA Communications meeting from May 30, 2024.

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

 reading:

* Policy 1240 Evaluation of the Superintendent (Revised)
* Policy 2410 Prohibition of Referral or Assistance (Rescinded)
* Policy 2414 Reproductive Health and Family Planning (Revised)
* Policy 2418 Sex Education (Revised)
* Policy 3220 Professional Staff Evaluation (Technical Correction)
* Policy 6320 Purchasing (Technical Correction)
* Policy 6321 New School Construction, Renovation (Technical Correction)
* Policy 6325 Procurement Federal Grants / Funds (Technical Correction)
* Policy 6350 Prevailing Wage (New)
* Policy 6520 Payroll Deductions (Revised)
* Policy 8390 Animals on District Property (Technical Correction)
* Policy 8800 Religious / Patriotic Ceremonies and Observances (Revised)

 Superintendent Updates:

* Strategic Plan – Athletics and Student Participation Update
* Educational Advocacy

Consideration of Petition for Reinstatement:Superintendent Cassidy brought forward the

 recommendation of the Hearing Committee to reinstate student 0523241415, with conditions.

 **Moved by Chris Arendshorst, supported by Lois Mulder, that the Board of Education approve the**

 **recommendation to reinstate Student 0523241415, with conditions as presented.** The

 motion was unanimously approved.

Board Meeting Agenda Construction: Board Members planned the agenda for the June 17, 2024.

 Other: No other items were discussed.

 Adjournment: The meeting adjourned at 6:18 p.m.

 **VII. POLICIES FOR SECOND READING AND ADOPTION**

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

* Policy 1240 Evaluation of the Superintendent (Revised)
* Policy 2410 Prohibition of Referral or Assistance (Rescinded)
* Policy 2414 Reproductive Health and Family Planning (Revised)
* Policy 2418 Sex Education (Revised)
* Policy 3220 Professional Staff Evaluation (Technical Correction)
* Policy 6320 Purchasing (Technical Correction)
* Policy 6321 New School Construction, Renovation (Technical Correction)
* Policy 6325 Procurement Federal Grants / Funds (Technical Correction)
* Policy 6350 Prevailing Wage (New)
* Policy 6520 Payroll Deductions (Revised)
* Policy 8390 Animals on District Property (Technical Correction)
* Policy 8800 Religious / Patriotic Ceremonies and Observances (Revised)

 **Moved by Diane Ybarra, supported by Linda Falstad, that the Board of Education**

 **adopt the policies as presented.**  [Attachment E] The motion was unanimously approved.

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

* 1. Superintendent Open Office Hours: Superintendent Cassidy announced open office hours for 2024-25 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.

2. Current Legislative and District Initiatives: Superintendent Cassidy shared information on

 recent district initiatives and legislative action.

Efforts to advocate reducing money being paid to MPSERS is making progress.  Reducing this rate from 20% to 13% as proposed would free up nearly $500 per student which would result in nearly $1.5 million for HPS.

There is a call for continued advocacy.

Superintendent Cassidy shared an update on summer school and a construction update at Heights and the High School.

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

 **X. ADJOURNMENT:**  President Colburn adjourned the meeting at 4:51 p.m.

 Approved as presented: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Linda Falstad, Secretary