



**BOARD OF EDUCATION**  
**Committee of the Whole Work Session Preliminary Minutes**  
**6:00 p.m., Monday, September 12, 2022**  
**Kenowa Hills Administration Building**  
**2325 Four Mile Road NW, Grand Rapids MI 49544**

**I. Routine Business**

- A. A committee of the whole meeting of the Board of Education was called to order at 6:01 p.m. at the Kenowa Hills Administration Building, 2325 Four Mile Road NW, Grand Rapids MI.
- B. Motion by LaBotz supported by Courtade to appoint Danielle Roberts to serve as temporary secretary until a new secretary is elected at the January 9th, 2023 Organizational Meeting. Report #22-047. **Motion approved 5 - 0.**

	Y N A		Y N A		Y N A
Courtade	Y ___	Hart	Y ___	Roberts	Y ___
Gustinis	ABSENT	LaBotz	Y ___	Truskoski	Y ___

- C. President Hart opened the meeting with a moment of silence.
- D. Members Present: Courtade, Gustinis (arrived at 6:08 p.m.), Hart, LaBotz, Roberts and Truskoski; Superintendent Hopkins, Assistant Superintendent Dinkelmann and Director Gilchrist are also present along with student representative Zahrt.
- E. Motion by Courtade supported by LaBotz to approve the agenda. **Motion approved 5 - 0.**

	Y N A		Y N A		Y N A
Courtade	Y ___	Hart	Y ___	Roberts	Y ___
Gustinis	ABSENT	LaBotz	Y ___	Truskoski	Y ___

**II. Recognition and Correspondence**

- A. Correspondence
  - 1. Secretary Szczepaniak Resignation
- B. Board Communication - Members reported on various district events in which they participated during the past couple of weeks.

**III. Discussion/Information Item**

- A. Office of Teaching and Learning
  - 1. Spring 2022 State Assessment Data
    - i. Assistant Superintendent Dinklemann presented Spring 2022 State Assessment Data.
    - ii. It was noted there was no State assessment data in 2020 and the 2021 data is not clean due to the pandemic.
    - iii. Updated data is available on MI School Data link located on the District website homepage.
  - 2. 2022-2023 Education Goals Reporting per Public Act 144 of 2022, Section 98b
    - i. Michigan's 2022 Public Act 144, Section 98b requires public school districts to establish educational goals for the 2022-23 school year.
    - ii. Education goals using NWEA benchmark data and course failure rates were reviewed.
    - iii. Progress toward these goals will be provided in February based on fall and winter NWEA results and first semester course stats.
  - 3. Families in Transition (McKinney Vento Requirements)
    - i. Cindy Ruscett, Kenowa Hills District Families in Transition Liaison, presented the procedures and policies put in place in accordance with the McKinney Vento Act.

CALL TO ORDER

TEMPORARY SECRETARY  
 Report #22-047

MOMENT OF SILENCE

ROLL CALL

APPROVE AGENDA

RECOGNITION

BOE COMMUNICATION

OFFICE OF TEACHING  
 & LEARNING

B. Finance

FINANCE

1. August 2022 Check Register
2. Bond Investment Fund Update
  - i. Interest Income
  - ii. Investment Summary
3. Condensed Fund Statement - Preliminary Audit Figures
  - i. Expecting a surplus in the general fund of \$627,353 mainly due to unspent projected expenditures in FY2022.
  - ii. Food service surplus will be used to purchase new equipment and kitchen/cafeteria work as part of the Middle School construction project.
4. Technology Equipment Purchases - Recommended technology purchases were reviewed. These will be action items at the upcoming regular meeting.
  - i. Middle School Data Projectors
  - ii. Chromebooks

C. Marketing

MARKETING

- i. Highlighted were the fall issue of the Knightly News, Community Knight planning, Gus Macker planning, and some additional communications that Galapagos assisted with, including social media.
- ii. The marketing plan was reviewed. Galapagos will assist in building community and delivering our message in alignment with the new vision, mission and core beliefs.

D. Superintendent Report

SUPERINTENDENT  
REPORT

1. Enrollment Update - Building secretaries provide a weekly enrollment summary until the fall count day.
  - i. Currently down 37 students beyond what was projected at the elementary level, primarily at the kindergarten level.
  - ii. Currently down of a total of 75 students beyond what was projected at the secondary level, primarily at the high school level.
  - iii. Building personnel are looking into trends associated with the enrollment decline.
2. Safety Return to In-Person & Continuity of Services Plan
  - i. KHPS aligns with guidelines put forward by the CDC and KCHD and reports weekly COVID case count to the KCHD.
  - ii. There are no changes in the use of ESSER III spending. The highest priority for ESSER III expenditures, based on community input, are math and reading intervention and mental health and wellness services.

E. Campaign Policy and Election Norms

CAMPAIGN POLICY

- i. Review of rules concerning campaigning on school property.
- ii. School facilities or equipment may not be used as a means of producing or distributing campaign materials.

F. Board Goals

BOARD GOALS

- i. Review of Board goals written in May of 2022.

**IV. Public Comment** - one attendee provided comments.

*The purpose of this meeting is to conduct Board of Education business. There will typically be no attempt to comment or give answers at this meeting. Audience members who wish to make comments are invited to complete the appropriate form located at the entrance. Each speaker has a maximum of three (3) minutes to address the board. Inquiries requiring a response will be referred to the superintendent in the cases where contact information is provided. We ask all individuals making public comments to follow our board policy. Any person in violation of the policy for disruptive conduct will be asked to leave. Any threats or suggestions of violence will be turned over to law enforcement.*

PUBLIC COMMENT

**V. Action Items**

A. Motion by Courtade supported by LaBotz to approve the Consent Agenda. **Motion approved 6 - 0.**

ACTION ITEMS

CONSENT AGENDA

1. August 22, 2022 Regular Meeting Minutes
2. August 2022 General Fund expenditures of \$810,018.49 through and including checks #79391-79426 and payrolls of August 12 and 26, 2022; August School Lunch Fund expenditures of \$7,558.71 through and including checks #10769-10853; 2016 Building and Site Series expenditures of \$97,285.80 through and including checks #15354 & 15355; 2020 Building and Site Series expenditures of \$285,723.50 through and including checks #79332-79425; Activity Check Register expenditures of \$9,177.37 through and including checks #96791-96799.

	Y	N	A		Y	N	A		Y	N	A
Courtade	Y	__	__	Hart	Y	__	__	Roberts	Y	__	__
Gustinis	Y	__	__	LaBotz	Y	__	__	Truskoski	Y	__	__

**VI. Future Items for Consideration**

A. Future Meetings

1. 09/14/22 6:00 pm Special Meeting (Board Vacancy Interviews), Administration Building
2. 09/26/22 7:00 pm Board of Education Meeting, Administration Building with Pathways High School Spotlight
3. 10/10/22 6:00 pm Committee of the Whole Meeting, Administration Building

B. Go-Around

FUTURE MEETINGS

**VII. Adjournment**

A. Seeing no additional agenda items, President Hart adjourned the meeting at 9:01 p.m.

ADJOURNMENT

Respectfully submitted,

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Danielle Roberts, Secretary