



Kenowa Hills Public Schools

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BOARD OF EDUCATION

Special Meeting Preliminary Minutes - Board Retreat
Kent Intermediate School District - Educational Service Center
2930 Knapp Street SE, Grand Rapids, MI 49525
9:00 AM - 3:00 PM, Tuesday, July 25, 2023

I. Routine Business

- A. A special meeting of the Board of Education was called to order by President Hart at 9:06 a.m. at Kent Intermediate School District - Educational Service Center, 2930 Knapp Street SE, Grand Rapids MI 49525.
- B. President Hart opened the meeting with a moment of silence.
- C. Members Present: Courtade, Gustinis, Hart, LaBotz, Roberts and Turner along with Superintendent Hopkins and Director John Gilchrist (departed at 11:00 AM). Member Robinson arrived at 10:40 AM.
- D. Motion by Member Courtade supported by Member Gustinis to approve the agenda. **Motion approved 6 - 0.**

CALL TO ORDER

MOMENT OF SILENCE

ROLL CALL

APPROVE AGENDA

	Y	N	A		Y	N	A		Y	N	A		Y	N	A
Courtade	Y	___		Hart	Y	___		Roberts	Y	___		Turner	Y	___	
Gustinis	Y	___		LaBotz	Y	___		Robinson	ABSENT						

II. Hearings and Correspondence

- A. Board District Communication - Board members reported on district level participation and attendance at district functions.

BOE COMMUNICATION

III. Public Comment - None

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.

IV. Information/Discussion Items

- A. Practice and Competition Fields Study
 - 1. Director Gilchrist shared the information gathering efforts to determine how to develop the district green space.
 - 2. General information was provided about preparations necessary for calling an election. Board Members requested a specific timeline based on a February election.
 - 3. Member Gustinis inquired about a historical timeline of improvements to our athletic fields.

FIELDS STUDY

4. Concerns raised about the current outdoor fields and storage for outdoor athletics included:
 - a. Lack of safe pedestrian crossing across Hendershot.
 - b. Inadquate dry storage of athletic equipment.
 - c. Lack of security and fencing.
 - d. Lack of lighting at fields reduces practice and game times as well as creates safety and security concerns.
 - e. No shelter spaces are available for inclement weather.
 - f. Drainage on some existing fields has been an issue.
 - g. Middle School tennis courts are in disrepair.
5. Potential solutions to the concerns were reviewed.
6. Director Gilchrist provided details about the cost and possible location of a solar field. This timing would allow us to take advantage of rebates and discounts currently being offered.
7. Conversations will be held with coaches in August. Feedback from this meeting will be presented to GMB. A design budget will be presented in September. President Hart has asked that this information be presented in a prioritized list.
8. Concerns about the process and getting stakeholder input were shared. Three board members will be attending future meetings with GMB. Members Robinson, Courtade and Gustinis plan to attend these meetings.
9. Meeting minutes and documents shared during these meetings will be shared with board members.

B. Superintendent Goal Areas

1. Superintendent Hopkins provided information pertaining to his annual goal areas.
2. Specific goals, strategies and timelines need to be finalized.
3. Quarterly reporting of progress toward goals needs to be scheduled.
4. Student achievement goals will be reported out as the results become available after NWEA testing is complete. The board asked that when reporting the number of course failures, it would be helpful to have data sets that include core content only and a seperate data set that includes all course failures.

SUPERINTENDENT GOALS

Recess for lunch but will continue to discuss the agenda while eating lunch

Reconvene at 12:02 pm

C. Senior Exit Interviews

1. Feedback from the Class of 2023 students who participated in the exit interviews with board members was discussed.
2. This informaiton has been shared with high school administration.

SENIOR EXIT INTERVIEWS

VI. Information/Discussion Items with Deb Macon from MASB (beginning at 12:30 P.M.)

A. Social Contract/Norms

1. Deb Macon presented an activity to begin discussing setting the board norms.
2. The group norms should be revisited and regularly followed.
3. The Norms of Collaboration from www.ThinkingCollaborative.com was discussed.

SOCIAL CONTRACT &
NORMS

1. Board of Education SOPs need to be created. Moving forward with a plan is the goal for today.
2. Quarterly review is recommended.
3. When changes are requested, be sure to include only researched-based items.
4. An ad hoc subcommittee of the board might be helpful with completing this need. This committee's work would be brought to the entire Board for adoption.
5. Policy & procedures need to be in place before making decisions. Policies set up the boundaries before procedures are set in place.

C. Succession Planning

1. Think ahead to plan for and give those interested in their own personal interest of serving in board leadership roles. Conversations should be had in October, November or December before the January organizational meeting.
2. MASB is offering a workshop on October 12 to help board members prepare for the organizational meeting.
3. Every board member can take the MASB President Workshop even if they have no intention of being President.

SUCCESSION PLANNING

VII. Action Items

- A. Motion by Member Turner supported by Member LaBotz to approve the consent agenda. **Motion approved 7 - 0.**

ACTION ITEMS

CONSENT AGENDA

1. June 26, 2023 Regular Meeting Minutes
2. Certified Staff Personnel Report

	Y	N	A		Y	N	A		Y	N	A		Y	N	A
Courtade	Y	__		Hart	Y	__		Roberts	Y	__		Turner	Y	__	
Gustinis	Y	__		LaBotz	Y	__		Robinson	Y	__					

VIII. Future Items for Consideration

A. Future Meetings

1. 07/31/23 5:00 pm Special Meeting - Administration Building (TENTATIVE)
2. 08/14/23 6:30 pm Committee of the Whole Meeting - Administration Building
3. 08/28/23 6:30 pm Board of Education Regular Meeting - Administration Building
4. 09/11/23 6:30 pm Committee of the Whole Meeting - Administration Building
5. 09/25/23 6:30 PM Regular Board of Education Meeting - Zinser Elementary

- B. Go-Around - Those at the board table shared final remarks and reminders.

FUTURE MEETINGS

IX. Adjournment

- A. Seeing no additional agenda items, President Hart adjourned the meeting at 3:20 p.m.

ADJOURNMENT

Respectfully submitted,

Danielle M. S. Roberts, Secretary