The following is a summary of the minutes of the regular meeting of the Board of Education held on Monday, December 11, 2017, at 7:04 p.m., in the Administration Building, 5780 West Holt Road, Holt.

CALL TO ORDER - QUORUM

Present: Mark Perry, Julie Bureau, Robert Halgren, Ben Bakken, Laura Colligan, Amy Dalton, Doug Needham and Dr. David Hornak, Superintendent

Absent: none

President Perry established the presence of a quorum; the Pledge of Allegiance was recited.

CHANGES/ADDITIONS TO THE AGENDA

There were several changes or additions to the agenda: SRO November Report, Additional Gift, Facilities Budget Update and Board Pay.

APPROVAL OF THE BOARD MINUTES

The Board unanimously approved the Regular Meeting Minutes of November 13, 2017.

REPORTS

Ingham School Officers Association (ISOA) Report: There was nothing to report.

Superintendent's Report: Superintendent Dr. David Hornak's report included:

- Updates to the superintendent evaluation domains
- Report on substitute shortage, teacher shortage
- Receipt of $236,675 Dart Foundation grant for maker spaces for all buildings
- Restore update – Restorative justice practices at 5-12 buildings
- Upcoming visit to Mott Community College to learn more about early college
- Notice of resignation of Ingham ISD Superintendent at end of December 2017

DISTRICT DELEGATIONS AND PRESENTATIONS

District Pride/Ram Pride Delegation: President Perry thanked Charlene Meier, Administrative Assistant to the Superintendent and Board of Education for her service to the District.

Curriculum Department Updates:

- Elementary Attendance Update: Executive Curriculum Director Mr. Steve Netzel provided an update on the K-6 attendance program, noting that teachers continue to communicate with families and work with students in setting attendance goals and building relationships with families.
- 3rd Grade Reading Improvement Plan Update: Mr. Netzel reviewed the document showing the law and the direct impact of individual reading improvement plans as well as the district's current method of documentation and communication.
- Survey Overview: Curriculum Director Ms. Jessica Cotter reported that the Board reviewed the district survey results during the Committee of the Whole meeting held prior to the regular meeting.

PUBLIC COMMENT

There was public comment from Jackie Perry noting that Charlie and Sally Harrison were not present due to illness.

WRITTEN PETITIONS AND COMMUNICATIONS

General Correspondence:

- Deputy Matt Hutting presented the monthly School Resource Officer Report.
- President Perry noted receipt of correspondence as well as the generous funding of mini-grants awarded to district educators by the Holt Education Foundation.

Gifts:

President Perry noted the generous donations to the Holt Education Foundation, including:

- $5,000 from Mr. and Mrs. Alton Granger
- $2,326 from an anonymous donor, Mr. Howard Failer, Mr. Duwayne Hannah, Mrs. Kimberly Harless, Mr. Jordan Mata, Ms. Krystle Miller and Ms. Jami Thering

The Board unanimously accepted the gifts on behalf of the Holt Education Foundation.

New Hires: Human Resources Director Mr. Kevin Badge reviewed the Report on Hiring and Terminations, noting the changes made to more easily track employee transfers and temporary hires where applicable, as well as retirements announced to date.

Resignation:

- Samuel Wendland, Junior High Para educator, effective 11/17/17 (date of hire 10/23/17)

Retirements:

- Monty Bishop, High School Teacher, effective 6/30/18 (date of hire 8/12/94)
- Karen Dalton, Horizon Teacher, effective 6/30/18 (date of hire 9/5/85)
- Jennifer Good, Dimondale Teacher, effective 6/30/18 (date of hire 2/22/79)
- Judy Lenon, Elliott Secretary, effective 2/28/18 (date of hire 9/29/87)
- Charlene Meier, Administrative Assistant, effective 12/29/17 (date of hire 10/7/94)
- Roxanne Welch, Food Service, effective 11/21/17 (date of hire 10/9/07)

FINANCIAL MATTERS

Monthly Financial Packet: Executive Finance Director Ms. Kim Cosgrove noted there was nothing to report and answered questions from President Perry.

Payment of Bills: The Board approved payment of the bills as listed in the November 2017 payment summary report:

Debt Retirement:	$415,911.80
General Fund:	$1,562,633.69
Administrative Fund:	$1,016.11
Building & Site Fund:	$0.00
Food Service Fund:	$264,281.03

ADMINISTRATION'S REPORTS AND RECOMMENDATIONS

First Reading of 2018-19 Secondary Program Planning Manual: Ms. Cotter reported that changes to the manual were noted and that several more were forthcoming.

First Reading of 2018-19 Junior High Program Planning Manual: Ms. Cotter noted that the transitions class needed to be added; however, there were no major changes from last year. Ms. Cotter took questions and suggestions from board members.

Facilities Budget Update: Facilities Manager Mr. Jon Hall presented an update of the facilities budget including a sampling of everyday expenses as well as unexpected expenses. He also included the five-year layout and answered questions from board members.

Board Pay: A packet was provided for members to fill out so they could be processed for pay; Mr. Badge explained the process and answered questions from board members.

CALENDAR

President Perry and Dr. Hornak pointed out Winter break from December 25 through January 5, and noted the January 15 board meeting would be preceded by an administrative/board workshop during the day.

OLD BUSINESS

There was no Old Business.

NEW BUSINESS

There was no New Business.

CLOSED SESSION

There was no need for Closed Session.

OPEN SESSION

The Board remained in Open Session.

ADJOURNMENT

The meeting was adjourned at 8:23 p.m.