CALL TO ORDER – QUORUM
President Perry called the meeting to order at 7:25 p.m.

Present: Mark Perry, Julie Bureau, Robert Halgren, Amy Dalton, Jennifer Robel, Ben Bakken, Laura Colligan via teleconference, Dr. David Hornak, Superintendent, Student Representative Isabel Abdouch

Absent: None.

Central Office Staff present: Kevin Badge, Steve Netzel, Jessica Cotter, Kim Cosgrove, Christine Lopez


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

CHANGES/ADDITIONS TO THE AGENDA – There were no changes or additions to the agenda.

ITEMS FOR BOARD APPROVAL*

Minutes of the Special Meeting of June 10, 2019 – It was moved by Treasurer Bakken and supported by Trustee Dalton to approve the minutes as presented. The motion carried with unanimous support.

Minutes of the Regular Meeting of June 10, 2019 – It was moved by Treasurer Bakken and supported by Trustee Dalton to approve the minutes as presented. The motion carried with unanimous support.

Minutes of the Special Meeting on June 24, 2019 – It was moved by Treasurer Halgren and supported by Trustee Bureau to approve the minutes as presented. The motion carried with unanimous support.

Approval of Bills Paid* – It was moved by Trustee Bakken and supported by Trustee Dalton to approve the bills paid as presented. The motion carried with unanimous support.

Approval of Field Trips (Costa Rica and Washington DC)* – It was moved by Treasurer Bakken and supported by Trustee Dalton to approve the field trips as presented with the condition of
reporting back on the parent communication piece eight weeks prior to the trip. The motion carried with unanimous support.

Approval of Final Discipline for Students A & B* - It was moved by Treasurer Bakken and supported by Trustee Halgren to approve the discipline plans as presented. The motion carried with unanimous support.

Approval of Food Service Pay Rate Recommendations* - Trustee Robel asked Mr. Evan Robertson about the surplus / excess fund balance. How much would the total cost increase? Trustee Robel asked Mr. and Robinson replied it was Mr. Badge and himself. Trustee Robel asked if Ms. Cosgrove was included in the conversation. He replied that he went to Ms. Cosgrove later that afternoon and informed her of what he and Mr. Badge had discussed and agreed upon.

Trustee Robel asked if going to $1 increase would be sustainable. Mr. Robertson stated the leftover produce allotment is going to be taken out so the cost for produce would go up. However, he thought it might be.

At a 75 cent increase President Perry asked if we should increase lunch prices. If we go $1 would it increase the lunch cost? If we went to a $1 increase, the snack bar line would need to be increased. Trustee Robel asked if Mr. Robertson would go back and look at $1 increase. Evan said he would schedule a meeting with Mr. Badge and Ms. Cosgrove to analyze the proposed increase and come back to the BOE. President Perry also asked for the fund balance to be included in the report back.

Trustee Robel also asked for Mr. Robertson to give the Board a priority list for Food Service.

Treasurer Bakken asked for Mr. Badge to clarify the memo he gave to the BOE. Mr. Badge stated they received feedback from long term employees that they felt they should be given a bigger boost. Due to that feedback they came back to the BOE with a request to do increases for longevity to help retain those dedicated employees. Evan based the structure for the third-party employees on the Holt employee structure.

Treasurer Bakken asked if we had ever done a comp study on the food service workers. Evan said that he has an annual call with other food service directors in the state and stated we are competitive and fall in the middle. Our issue is we are not competitive with the longevity pay.

Treasurer Bakken also asked Mr. Badge why they did not include Ms. Cosgrove in the conversation regarding the increase. He replied that he happened to physically be in the HS and he and Evan discussed the information and stated that they needed to discuss with Kim. Evan met with Kim and then circled back to Kevin to let him know they were on the same page.

Evan will bring the information back to the BOE.
The item will be tabled until the BOE can get the updated financials requested.

**PUBLIC COMMENT** - Sally Hock-Harrison stated how excited she was to see the summer food bus is operational and believes it is a wonderful program for the community. She was wondering if there will be additional changes in the schedule to reach more people. The flyer was great but hard to read on FB.

**REPORTS**

Student Representative Report – Ms. Abdouch reported that since it is summer there is not much to report. However, seniors are beginning to plan student sections and everyone is enjoying their summer.

Ingham School Officers Association (ISOA) Report – nothing new to report.

Secretary Bureau – Board Policy Update - Nothing new to report.

Secretary Bureau – Building and Site Update - There was a meeting this month and they discussed how create a process for naming facilities. They found a Wisconsin district that has a nice document about naming facilities, corporate sponsors and so forth. It was a very well laid out process document. They used it as a guide for art, athletics and academics. Trustee Bureau is in the process of updating the HPS doc and will share the draft soon.

Superintendent’s Report – Dr. Hornak presented the board with a written report, that is on file in the Superintendent’s Office.

Dr. Hornak introduced Shannon Huff who will be the new Sycamore principal. She is thrilled to be serving Holt Public. She has two children, Finn and Delaney. Chris is her husband of 17 years and serves as a high school principal in Waverly.

Treasurer Bakken said someone came up to him to compliment HPS on bringing Mrs. Huff into the district.

Board President’s Report – President Perry wanted to state that the BOE gave Dr. Hornak an effective rating and extended his contract until 2022.

**DISTRICT DELEGATIONS AND PRESENTATIONS**

MASB: Strategic Plan Presentation and approval of Mission, Vision, Beliefs and Goals*

For the past 7 months the BOE has been working with Laura Fenger, consultant from MASB. She is a teacher in Leslie, former board member and has had discussions with 750 people about HPS. She provided a presentation to the Board. A copy of the presentation is on file in the Superintendent’s Office.

Dr. Hornak stated that Ms. Fenger had sent him the presentation. However, due to his family vacation he had limited access and the Board did not get the presentation in a timely fashion.

* Requires Board action
Therefore, he would not be asking for approval at the board meeting. He wanted them to see the presentation and would revisit at a later board meeting for approval.

The Board's job will be to approve the mission, vision, belief statement and goal statement.

The Mission of HPS is to Innovate, Educate, Inspire. Empowering all student to make a positive impact in the communities.

The Vision of HPS is to Empower our learning community to make a positive impact on the world.

We Believe...

- All students (6 weeks - post secondary) have value and can learn.
- Our schools are inclusive and meet the needs of every student.
- Our schools encourage curiosity and lifelong learning.
- School, home and community partnerships promote educational excellence.
- We are a destination district for exceptional educators.

Goal Statements – Holt Public Schools will...

- Expand district initiatives to maximize opportunities for ALL learners and minimize learning loss.
- Provide a more flexible learning environment for our diverse student body that supports each child’s social, emotional, physical, and academic needs.
- Develop an efficient, standardized communication system district-wide.
- Be a destination district that attracts, develops and supports exceptional and diverse personnel.
- Modernize facilities to increase safety, educational opportunities and flexibility.

Next steps would be for the BOE to develop a reporting / board monitoring calendar and create opportunities for stakeholder involvement.

President Perry asked what happens when it come to the end of the year. Ms. Fenger stated it would be the same process for year two - five. The first year was laid out in the work sessions. This will lay the ground work on how we will move forward through the other four years. President Perry wishes the BOE could see a more detailed plan with measurable objectives. He would like to be able to measure and hold each objective accountable.

MASB referred to their recommendations to ensure success. (see slide MASB Recommendations – Ensuring Success).

President Perry asked if other districts put this on line. She said Howell School District has it online and it is laid out very well.

Treasurer Bakken said he really likes the summary document and would like to see it shared online. He said in looking at the first year objectives it seems like a lot to accomplish. He would like to know who is going to own each piece. It cannot be Dr. Hornak. He’s okay with taking year one and at the end of the year coming back and taking a look at what was accomplished and
what still needs work and moving it to the next year’s objectives. He is concerned that with it being so aggressive he wants to make sure nothing gets dropped.

Dr. Hornak said the first year objectives are very aggressive. He said he would like to review the objectives and timeline.

Trustee Dalton said she looks forward to the BOE having time to review and discuss.

Curriculum Department Updates – Jessica Cotter wanted to make sure the BOE had a chance to see what the teacher evaluation process looks like. She provided a handout that showed by school how many observations were completed, the scores and the average. It also contained student growth data and final ratings.

Secondary code of conduct is also something that she wanted to highlight. This document will be used across the schools. She is hoping the code of conduct will be ready by Kick-Start.

**WRITTEN PETITIONS AND COMMUNICATIONS**

General Correspondence – Dr. Hornak said that Maggie and her family sent a thank you card. He also provided a document that showed the average home in Holt is $244,000. (A copy of this document is on file with the board materials in the Superintendent’s Office).

SRO Report – Deputy Belanger – went over his report (A copy of his report is on file with the meeting materials in the Superintendent’s Office). Trustee Dalton was glad Deputy Belanger attended the SRO training and asked if he was interested in attending others. He said he is interested in attending a couple more.

Pre-Audit Communication from Plante Moran – President Perry pointed out there is a pre-audit communication. They will be in the admin office beginning next week. There should be a report provided in August.

HR Report – Kevin Badge summarized his report. He shared there were 247 new hires in the past school year. There were 58 resignations for the past year. Elementary and HS science teachers are still being interviewed.

Trustee Dalton inquired about how many diverse hires we have had. Mr. Badge stated we've had a couple of diverse hires, but not what we hoped.

Trustee Dalton said she wants to continue to brainstorm on how we attract and retain a more diverse workforce at HPS.

**FINANCIAL MATTERS - Monthly Financial Packet** – The BOE was provided the monthly financial packet. There were no questions regarding the provided report.

**ADMINISTRATIVE REPORTS AND RECOMMENDATIONS**

* Requires Board action
Facilities Presentation and Recommendation – The bids for the Ed Trek demolition came in higher than expected. He would like to toss out the current bids and wait until end of summer to do a rebid process with the hope that we get more competitive bids.
President Perry stated he wouldn’t mind waiting until Winter when more folks might bid.

Varsity Softball field drainage – he had one bid and he is familiar with the company and believes the bid is a competitive bid and would like the BOE approval to move forward.

Treasurer Bakken asked what the job includes. It would be adding drain tiles to the field and it would tie in to our existing drainage.

It was moved by Treasurer Bakken and supported by Trustee Robel to accept the bid for the softball field drainage and cement work. Motion carried with unanimous support.

**CALENDAR** *(Dates subject to change)*

<table>
<thead>
<tr>
<th>2019</th>
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<tbody>
<tr>
<td>July 31</td>
<td>Half Day PD/Half Day Work (Balanced)</td>
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<tr>
<td>August 1</td>
<td>First Day of School Balanced Calendar</td>
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<tr>
<td>August 5</td>
<td>Admin/Board Workshop</td>
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<tr>
<td>August 12</td>
<td>Board of Education Meeting</td>
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<tr>
<td>August 16</td>
<td>No School (Balanced), No Work, New Teacher Orientation</td>
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<tr>
<td>August 20</td>
<td>Half Day PD/Half Day Work (Traditional)</td>
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<tr>
<td>August 21</td>
<td>First Day of School Traditional Calendar</td>
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<tr>
<td>August 29</td>
<td>Holt Education Foundation Cookout</td>
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<tr>
<td>August 30</td>
<td>Labor Day Holiday begins</td>
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<td>September 3</td>
<td>School Resumes</td>
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**OLD BUSINESS** – Dr. Hornak wanted to follow-up regarding a question that was raised about a child who has cold lunch, no money in their lunch account, but wants to charge a milk and can they do so. He found out we can do this and will implement with the 2019-2020 school year.

Mobile Food Bus is on the road and providing free lunches Monday – Wednesday right now.

**NEW BUSINESS** - July 29, 2019 Special Board Meeting for The Ratification of the Bond Purchase Agreement for the Refunding of the 2002 SWAP Bonds – Board room 7:30 a.m. was set by the board and will be communicated to the attorneys.

**PUBLIC COMMENT** *(Agenda items only)*

Kelly Hicks - Will start coming to the meetings and enjoyed the presentation would like to see more responses. 150 hours of visits to schools by the School Resource Officer is too much and she is worried about the junior high.

* Requires Board action
Sally Hock Harrison – Strategic plan was impressive but only one line on communication. She feels that bullying is a real issue in the schools and bullying is a form of communication. She stated she felt that than the strategic plan we need to focus on bullying.

CLOSED SESSION - There was no need for closed session.

ADJOURNMENT - It was moved by Treasurer Bakken and supported by Trustee Halgren to adjourn the meeting. The motion carried with unanimous support. The meeting adjourned at 9:15 p.m.

* Requires Board action