

## **BOARD OF EDUCATION REGULAR MEETING MINUTES (Approved)**

HOLT PUBLIC SCHOOLS

DIMONDALE AND HOLT, MICHIGAN

HOLT HIGH SCHOOL – MARGARET LIVENSPARGER THEATER

5885 WEST HOLT ROAD, HOLT

**Monday, December 13, 2021 - 7:00 P.M.**

**Present:** Mark Perry, Amy Dalton, Jessie Jones, Robert Halgren, Marisa Anderson, Kevin Leonard, Jennifer Robel, David Hornak

**Central Office Team Present:** Kim Cosgrove, Jessica Cotter, Mike Dunckel, Matt Morales, Heather Findley

**CALL TO ORDER – QUORUM; Pledge of Allegiance, Mission/Vision Statement** – The meeting was called to order at 7:19 p.m.

President Perry opened the meeting with a moment of silence for the student lives lost in the recent Oxford Community Schools tragedy.

Dr. Hornak introduced the new Student Board representative Lukas Hartley. Lukas is a junior at Holt High School and looks forward to serving with the Board.

Dr. Hornak also opened the meeting with opening remarks about school safety and offered Holt Publics continued support of the Oxford Community Schools.

**CHANGES/ADDITIONS TO THE AGENDA** – There were no changes or additions.

**BOND PARTNER PRESENTATION\*** - Andrew Howard from GMB and Greg Brand from Granger Construction gave the Board a presentation outlining the Design Playbook and the Series I Project Timeline on behalf of the bond partners. A copy of the presentation is on file with the official Board meeting materials located in the Superintendent's Office.

Trustee Dalton asked if the acoustics in Wilcox gymnasium have been discussed yet? Andrew stated it has not yet been discussed.

Trustee Dalton also asked if the old incinerator will be removed at Wilcox. Andrew stated it would be removed. Trustee Dalton also asked if teachers and the principal are involved in the classroom footprint. Andrew stated that all principals have been involved in the discussions and decision-making process.

President Perry asked if there were a large event in the new gymnasium in the evening at Wilcox if there would be sufficient parking to allow for that. Andrew stated there would be by utilizing the staff and visitor parking and sidewalks that run from that parking lot to the gymnasium entrance.

IT WAS MOVED by Trustee Halgren and supported by Trustee Robel to approve the bond partner presentation as presented. Motion carried by unanimous consent.

\*Requires Board action

**PUBLIC COMMENT** – There was no public comment.

**CONSENT AGENDA APPROVALS\*** *Note: All matters listed under the Consent Agenda are routine in nature and will be approved by one blanket motion.*

Minutes of the Committee of the Whole Meeting of November 8, 2021\*

Minutes of the Regular Meeting of November 8, 2021\*

Approval of Bills Paid\*

Gifts\*

Mike and Sandra Clark Donation to the Track Program - \$35,260.36

Kroger Community Rewards - \$1,730.23

State of Michigan, Donation of 20,000 Masks – estimated value \$3,000

IT WAS MOVED by Trustee Halgren and supported by Trustee Robel to approve the consent agenda items as presented. Motion carried by unanimous consent.

## **REPORTS**

**Student Representative Report** - new student representative Lukas Hartley wanted to address student mental health. He knows many students are really struggling and there is a lack of resources. There are a lot of things going on and he feels like it would be good for students to know there are resources. He feels incredibly lucky to have such a great support system. He feels it would be so beneficial if we let our students know they are loved and cared for and to get some mental health resources. He plans to collect data from the students and bring it next month.

Paige Thompkins – On Wednesday there will be a student led professional development. There are a fabulous group of students from many diverse groups across the school. They will be divided amongst the rooms and will also be accompanied by a HEAT Advisory Leadership member. Paige will be personally taking part. This has been put together with Mr. Morales and the students. She feels that if there are more opportunities for students to be involved and working together to make our school community the best it can be.

**Trustee Halgren – Ingham School Officers Report (ISOA) Report** – President Perry attended as the alternate for the ISOA meeting. A copy of the minutes is on file with the official Board meeting materials located in the Superintendent's Office.

**Trustee Amy Dalton – Monthly Celebrations** – Trustee Dalton shared the following diverse and celebratory celebrations for the month of December. She also wanted to share the suicide prevention hotline In December International Human Rights Month, Hanukkah, World Aids Day, International Day for People with Disabilities, International Human Rights Day, Yule Winter Solstice, Christmas, Kwanzaa, New Year's Eve.

**Trustee Jessie Jones – Board Policy Update** – Trustee Jones walked the Board through the first reading of the proposed policy changes that the Policy Committee is recommending. A copy of the policy change recommendations is on file with the official Board meeting materials located in the Superintendent's Office.

PO-0100 – Definitions

PO 0167.3 Participation at Board Meetings – Revised due to a court decision.

President Perry asked if it was accurate that we were planning to reduce public comment from five minutes to three minutes. Trustee Dalton stated that is correct and that it was stated we are one of the only districts that have a five-minute public comment time limit instead of three. There was also mention of removing the request of an address on the public comment sign-up form if it is requested. The sign-up form does not request an address. It asks the commentor to check if they are a resident or nonresident. The sign-in sheet for attendance does request an address.

PO 3120 Employment of Professional Staff – Trustee Robel asked if we could remove highly qualified from this policy and use the word “qualified”. This should also be an adjustment on job postings since the State has not recognized “highly qualified” since 2015.

PO 5722 – School Sponsored Publications or Productions. This is a rewrite and would replace the policy in its. If we are happy with our current policy, we can keep it as is. The Policy Committee recommends leaving the one we have in place.

PO 6114 – Cost Principles- Spending Federal Funds – Greater guidance for spending of emergency funds.

PO 6152 – Student Fines, Fees, and Supplies – this would allow for online payment.

7450 Property Inventory – change threshold from \$10,000 to \$5,000.

8310/8320 – Personnel Files and Public Records – Updates to add some language about not disclosing employee home address or contact information; moving medical related records and information to a confidential medical file instead of the employee personnel file and update to the request to review personnel records.

8330 Student Records – The addition of district provided student email addresses being provided to military recruiters.

**Trustee Robel – Transportation and Safety Committee** – Final Student Discipline for Students A, B\* - Trustee Robel told the Board the final disciplinary decision for both student A and B were expulsion.

IT WAS MOVED by Trustee Halgren and supported by Trustee to approve the Committees recommendation for expulsion of Student A. Motion carried by unanimous consent.

IT WAS MOVED by Trustee Halgren and supported by Trustee Leonard to approve the Committees recommendation for expulsion of Student B. Motion carried by unanimous consent.

**Superintendent’s Report** – Dr. Hornak gave the Board an overview of his monthly Superintendent’s Report. A copy of this report is on file with the official Board meeting materials located in the

Superintendent's Office. Dr. Hornak also addressed the continued threats that our district and others are experiencing.

We have tested over 1000 students in our Test to Stay program that helps us keep students in school.

We returned to in-person choir and band concerts and athletics.

We have 22 individuals in the process to become certified to volunteer in our buildings. The school is doing fingerprinting and background checks at no cost to those individuals.

Dr. Hornak gave an overview of the SWOT Analysis. A copy of this report is on file with the official Board meeting materials located in the Superintendent's Office.

**President's Report** – President Perry stated the annual elections for Board positions will be conducted at the January meeting.

**Capital Improvement Committee (CIC) Update** – President Perry shared the CIC meeting took place recently and Andrew covered most of the items during the Bond Partner update. He said the schools will all have a similar look and feel.

#### **DISTRICT DELEGATIONS AND PRESENTATIONS**

**Curriculum Office Updates** – Jessica Cotter gave the Curriculum Office Update presentation. A copy of the presentation is on file with the official Board meeting materials located in the Superintendent's Office.

**Human Resources Update** – Dr. Hornak gave the Board the monthly Human Resources update. A copy of the update is on file with the official Board meeting materials located in the Superintendent's Office.

**Diversity, Equity & Inclusion Update** – Matt Morales gave the Board a presentation on the upcoming student led PD and thanked the student representatives for their input. Everyone is extremely excited about the opportunity to have student voices represented in PD.

He also gave a Safety Support Protocol presentation. A copy of the presentation is on file with the official Board meeting materials located in the Superintendent's Office.

**District Mental Health Presentation** – Heather Findley presented a Mental Health Presentation. A copy of the presentation is on file with the official Board meeting materials located in the Superintendent's Office.

Trustees Dalton and Robel gave praise to Heather and Matt for all the work they have put in thus far.

President Perry asked about mandatory reporting. Do they go to Heather, or do they do the report to the State of Michigan?

Heather stated that if the employee does not know how, they can reach out to her, and she can advise

them by explaining the process. But the employee must complete the form via a phone call or form that is sent in via email or fax.

#### **WRITTEN PETITIONS AND COMMUNICATIONS**

**SRO Report** – Deputy Jordan was on hand to go over her monthly SRO report. A copy of the report is on file with the official Board meeting materials located in the Superintendent's Office.

#### **FINANCIAL MATTERS**

**General Fund Budget Update #2\*** - Kim Cosgrove and Mike Dunckel went over the General Fund Budget Update. A copy of the report is on file with the official Board meeting materials located in the Superintendent's Office.

IT WAS MOVED by Trustee Halgren and supported by Trustee Dalton to approve the General Fund Budget Update as presented. Motion carried by unanimous consent.

**Monthly Financial Packet** – Kim Cosgrove went over the monthly financial packet. A copy of the packet is on file with the official Board meeting materials located in the Superintendent's Office.

**Food Service Emergency Operations Grant – SNP meals** - Evan Robertson presented the informational presentation during the Committee of the Whole meeting earlier.

IT WAS MOVED by Trustee Halgren and supported by Trustee Leonard to approve the bid from Elliott FS Equipment to replace the district milk coolers in the amount of \$41,000 and not to exceed \$47,150 to allow a 15% buffer for price increases or shipping costs increases. Motion carried by unanimous consent.

IT WAS MOVED by Trustee Halgren and supported by Trustee Jones to approve the bid from REMC Computer Products Inc., for the replacement of the POS Food Service computers in the amount of \$37,000, not to exceed \$42,550, to allow a 15% buffer for price increases or shipping costs increases. Motion carried by unanimous consent.

IT WAS MOVED by Trustee Jones and supported by Trustee Leonard to approve Holt Public Schools entering into a contract with MOR Commodity & Commercial Food Purchasing Cooperative as a secondary supplier for Food Service. Motion carried by unanimous consent.

**Transportation – Purchase of 8 Leased Buses\*** - Kim Cosgrove presented the proposal to the Board. These buses are buses that are part of the bond and buses that are already in our possession as leased buses. A copy of the proposal is on file with the official Board meeting materials located in the Superintendent's Office.

IT WAS MOVED by Trustee Halgren and supported by Trustee Leonard to approve the purchase of the 8 leased buses for \$444,000 (\$300,000 from the bond and \$144,000 from the general fund leased buses. Motion carried by unanimous consent.

IT WAS MOVED by Trustee Halgren and supported by Trustee Jones to approve the purchase of a new bus not to exceed \$300,000. Motion carried by unanimous consent.

**OLD BUSINESS** – There was no old business.

**NEW BUSINESS** – There was no new business.

**ADJOURNMENT\*** - IT WAS MOVED by Trustee Halgren and supported by Trustee Robel to adjourn the meeting. The motion carried by unanimous consent. The meeting adjourned at 10:21 p.m.

Respectfully submitted,

Jessie Jones, Secretary