

BOARD OF EDUCATION COMMITTEE OF THE WHOLE MEETING MINUTES (Approved)

HOLT PUBLIC SCHOOLS

DIMONDALE AND HOLT, MICHIGAN

ADMINISTRATION BUILDING, 5780 WEST HOLT ROAD, HOLT

Monday, February 9, 2025 - 5:30 P.M.

Present: Amy Dalton, Jennifer Robel, Jessie Jones, Mark Perry, Matea Caluk, Robert Halgren, Kevin Leonard, David Hornak

Central Office Team Present: Jessica Cotter, Erin Quinlan, Michael Dunckel, Melissa Stuard, Christine Lopez

CALL TO ORDER – QUORUM – The meeting was called to order at 5:28 p.m.

CHANGES/ADDITIONS TO THE AGENDA – There were the following changes/additions to the agenda: add item 8.1 Budget Update. Under item 9. Other, if we have time, we will bring items from the Regular meeting agenda to the COW beginning with SRO report. We may add others from the Regular agenda if there is extra time.

BOND PARTNER UPDATE – Ben LeBlanc from Granger Construction - Series 3, Washington Woods Addition and Renovation Post Bid Evaluation Contract Recommendations.

Trustee Halgren asked when the work would start. Mr. LeBlanc shared most of the work would begin after school is out, but some time prior to that.

Trustee Perry asked if any of the contractors have worked on other bond work. Mr. LeBlanc shared that is the case.

HR UPDATE – Erin Quinlan shared an update about Human Resources going to some upcoming job fairs and they look forward to ongoing recruitment efforts. There are two collective bargaining units up for negotiation beginning in June. There was a question about the retirees' section of the report. She said there were several who requested anonymity until a later date. The Board asked if instead of listing the names, can we get the number of retirees so the Board can see that.

CURRICULUM OFFICE UPDATE – Jessica Cotter provided the Board with a Curriculum Office update. She shared that the Modern Language Department has requested to add AP French, German, and Spanish to the course guide for scheduling for next fall. She also shared School Index Report data, Building Comprehensive Needs Assessments, HPS School Improvement Cycle. A copy of the presentation is on file with the official Board meeting materials located in the Superintendent's Office.

STUDENT SERVICES UPDATE – Melissa shared an update about her department and shared that they are in triage mode. They have lost 4 licensed staff over the past couple of months to go to jobs at the IISD. There are jobs everywhere. We have only been able to fulfill one of those positions. This has taken a lot of time to recruit and retain the staff we do have. She has been working to cover the vacant positions. They are currently looking at virtual services, which are not ideal, but we are required to provide the services.

*Requires Board action

MONTHLY FINANCIAL PACKET - Mike Dunckel and Alexis Regnier provided an overview of the monthly report. They also shared that he provided the Finance Committee with a 25-26 Budget Update and he shared the presentation with the full Board. He shared he will be seeking an approval of the budget update in the Regular meeting. A copy of the monthly financial report and the 25-26 Budget Update are on file with the official Board meeting materials located in the Superintendent's Office.

Trustee Perry asked about the \$75,000 the Board set aside for athletics safety equipment and if it was able to be carried over. Mr. Dunckel said last year was the only year it could be carried forward. The athletics department has been notified to not expect it to be carried forward again. It must be spent or the Board will remove the excess funds.

Mike believes the state is committed to not being so late with the budget again like they did this year.

OTHER – The following items were pulled over from the Regular agenda since we had extra time on the agenda.

SRO Report - Deputy Ernst was present to provide his update for January. A copy of the report is on file with the official Board meeting materials located in the Superintendent's Office.

Capital Improvement Committee (CIC) – Chairperson Perry shared that the discussion surrounded the Washington Woods bond work needs to be scaled back as there was a budget error. He is hoping to use some of the contingency fund. They discussed Sycamore and they set a completion date of July 17th. They discussed that we would like to be sure the punch list is completed by the move in date. They set a date of mid-August for the punch list to be complete.

Finance Committee – They discussed the 25-26 Budget Update. There was a discussion around increasing the fund balance amount. It is currently at 10% and they are thinking of raising it to 12%. The committee's recommendation would be for the Policy Committee to consider updating policy to 12%.

They also discussed the HPS renewal of the operating millage. It has been 10 years, and it is time to renew. This affects non-homestead property owners. The renewal would be to restore to 18 mils.

ISOA – Trustee Caluk attended a recent meeting, and the discussion was around absenteeism. The ISD will hold a learning community meeting and is looking to invite the community to join them

The ISD has a millage proposal Special Education Bond proposal for \$100 million. They are looking to update the Beekman Center and Heartwood School. There are three local districts looking for a new superintendent so there are a lot of things going on in the IISD.

Student Services Committee – Chairperson Caluk shared that there was a great discussion surrounding special education and staffing.

Superintendent's Report – Dr. Hornak shared highlighted items from his report. He discussed the process of snow day decision. He meets with other ISD Superintendents. They discussed the icy conditions and

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ultimately ended up with a snow day call on Friday. A copy of the report is on file with the official board meeting materials located in the Superintendent's Office.

Curriculum Committee – President Dalton shared that there was a discussion regarding the High School Modern Language Department seeking approval to add AP French, German, and Spanish courses to the high school for scheduling for fall 2026.

Cultural and Celebratory events in February include Black History Month, American Heart Month, National Freedom Day, Rosa Parks Day, Safe Internet Day, Random Acts of Kindness Day, World Day of Social Justice.

ADJOURNMENT* -IT WAS MOVED by Trustee Halgren and supported by Trustee Robel to adjourn the meeting. Motion carried. The meeting was adjourned at 6:42 pm.

Respectfully submitted,

Jessie Jones, Secretary

* Requires Board action