



# Kenowa Hills Public Schools

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**BOARD OF EDUCATION**  
**Organizational Meeting Preliminary Minutes**  
**Monday, January 9, 2023 at 6:00 pm**  
**Kenowa Hills Administration Building**  
**2325 Four Mile Road NW, Grand Rapids MI 49544**

**I. Routine and Organizational Business**

- A. Superintendent Hopkins called the meeting to order at 6:02 p.m. at Kenowa Hills Administration Building, 2325 Four Mile Road NW, Grand Rapids, MI. 49544
- B. Elected Trustees Jeff Gustinis, Tracey Hart, Danielle Roberts and Mark Robinson took the Oath of Office.
- C. Motion by Hart supported by Truskoski to appoint Superintendent Hopkins to serve as temporary chair until a new president is elected and Mary Crawley to serve as Temporary Secretary until the secretary is elected. Report #23-000. **Motion approved 6 - 0.**
- D. Superintendent Hopkins (temporary chairperson) opened the meeting with a moment of silence.
- E. Members Present: Gustinis, Hart, LaBotz, Roberts, Robinson and Truskoski are present; Superintendent Hopkins, Assistant Superintendent Dinkelmann, and Director of Finance Gilchrist along with student representative Elise Zahrt are present. Member Courtade is absent.
- F. Motion by Hart supported by LaBotz to approve the agenda. **Motion approved 6 - 0.**

**II. Hearings and Correspondence**

- A. Correspondence - none
- B. Recognition
  - 1. Board of Education Appreciation
    - i. The Middle School Student Council provided a video from students expressing their appreciation, along with a treat for each board member.
    - ii. Additional notes of appreciation were shared from Zinser and Central Elementary.
- C. Board Communication - Members reported on various district events in which they participated.

**III. Information Items**

- A. Superintendent Report
  - 1. Learning Loss Update
    - i. Superintendent Hopkins provided an update on the 98(c) grant offered by MDE along with details about the 35(a) grant for additional instructional time and interventions to support K-3rd grade reading law.
    - ii. All 98(c) grant funds must be spent by June 15, however, exact allocations have not been awarded. Plans are being made based on the minimum amount each district could receive.
    - iii. The K - 8 principals along with the Office of Teaching and Learning have determined that the best use of these funds will be participation in the GVSU K - 12 Connect Tutoring program. Students were selected to participate based on their fall NWEA reading results for grades 1 - 3 and math results for grades 6 - 9. This program provides remote one-on-one tutoring specific to each student's academic needs.
    - iv. A speech and language pathologist will be contracted to support phonological awareness skills for identified kindergarten students with the goal to avoid the need for additional reading support in the future.

OATH OF OFFICE  
 TEMPORARY CHAIR #23-000

MOMENT OF SILENCE

ROLL CALL

APPROVE AGENDA

CORRESPONDENCE

RECOGNITION

BOE COMMUNICATION

SUPERINTENDENT

- v. Increasing Title II Reading Intervention support will be provided to approximately 25 students who are not already receiving Tier II or Tier III support to help close the learning gap.
- vi. Strategies identified on the grant allocation will be reviewed if funds above the minimum allocation are awarded. Additional funds would likely be used for one-time purchases to support learning loss.

B. Department of Teaching and Learning

1. Annual Reports

- i. Assistant Superintendent Dinkelmann provided an overview of the building annual reports for the 2021-2022 school year. Presenting the reports to the board is an annual requirement.

C. Finance - Director Gilchrist reviewed and responded to member questions regarding the following items:

- 1. December 2022 Check Register
- 2. Bond Funds Investment Income
- 3. Condensed Fund Statement

D. Social Contract

- 1. Discussion surrounding the social contract was tabled due to the fact that all board members are not present. A related article was included in the board packet. Member Hart asked members to read and complete the activities for future discussion.

TEACHING & LEARNING

FINANCE

SOCIAL CONTRACT

IV. **Public Comment** - one public comment

*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.*

V. **Organizational Action Items**

A. Election of Officers. Report #23-001

1. **Temporary Chair Hopkins opened nominations for President.**

Member Roberts nominated Member Hart who accepted the nomination.

Temporary Chair Hopkins, hearing no further nominations for president, closed the nominations.

Temporary Chair Hopkins took a roll-call vote to elect the President.

Gustinis voted for Member Hart

Hart voted for Member Hart

LaBotz voted for Member Hart

Roberts voted for Member Hart

Robinson voted for Member Hart

Truskoski voted for Member Hart

**Member Hart was elected President.**

2. **President Hart opened nominations for Vice-President.**

Member Truskoski nominated Member LaBotz who accepted the nomination.

President Hart, hearing no further nominations for vice-president, closed the nominations.

President Hart took a roll-call vote to elect the Vice-President.

Gustinis voted for Member LaBotz

Hart voted for Member LaBotz

LaBotz voted for Member LaBotz

Roberts voted for Member LaBotz

Robinson voted for Member LaBotz

Truskoski voted for Member LaBotz

**Member LaBotz was elected Vice-President.**

ELECTION OF OFFICERS  
#23-001

PRESIDENT

VICE-PRESIDENT

**3. President Hart opened nominations for Secretary.**

Member Truskoski nominated Member Roberts who accepted the nomination.  
 President Hart, hearing no further nominations for secretary, closed the nominations.  
 President Hart took a roll-call vote to elect the Secretary.

- Gustinis voted for Member Roberts
- Hart voted for Member Roberts
- LaBotz voted for Member Roberts
- Roberts voted for Member Roberts
- Robinson voted for Member Roberts
- Truskoski voted for Member Roberts

**Member Roberts was elected Secretary.**

**4. President Hart opened nominations for Treasurer.**

Member LaBotz nominated Member Gustinis who accepted the nomination.  
 President Hart, hearing no further nominations for treasurer, closed the nominations.  
 President Hart took a roll-call vote to elect the Treasurer.

- Gustinis voted for Member Gustinis
- Hart voted for Member Gustinis
- LaBotz voted for Member Gustinis
- Roberts voted for Member Gustinis
- Robinson voted for Member Gustinis
- Truskoski voted for Member Gustinis

**Member Gustinis was elected Treasurer.**

- B. Motion by Gustinis supported by Truskoski to approve a Schedule of Meetings for the 2023 calendar year. Report #23-002. **Motion approved 6-0.**
- C. Motion by LaBotz supported by Roberts to approve an Investment Authority Resolution. Report #23-003. **Motion approved 6-0.**
- D. Motion by Roberts supported by LaBotz to designate depositories for district funds for the 2023 calendar year. Report #23-004. **Motion approved 6-0.**
- E. Motion by Gustinis supported by Roberts to approve a Resolution Authorizing Electronic Transactions of Funds. Report #23-005. **Motion approved 6-0.**
- F. Motion by Gustinis supported by Truskoski to authorize signatures for various accounts. Report #23-006. **Motion approved 6-0.**
- G. Motion by LaBotz supported by Truskoski to appoint the Superintendent or his designee to post all notices on behalf of the Board. Report #23-007. **Motion approved 6-0.**
- H. Motion by LaBotz supported by Truskoski to appoint the Superintendent or his designee to accept support staff resignations and retirements on behalf of the Board of Education. Report #23-008. **Motion approved 6-0.**
- I. Motion by Roberts supported by Truskoski to authorize the Superintendent to hire support staff on behalf of the Board of Education. Report #23-009. **Motion approved 6-0.**
- J. Motion by Gustinis supported by Truskoski to authorize the Superintendent handle disciplinary matters with students involving long-term suspensions and expulsions as outlined in Report #23-010. **Motion approved 6-0.**
- K. Motion by LaBotz supported by Truskoski to assign board members to a specific building to be the liaison between the building and the board of education. Report #23-011. **Motion approved 6-0.**

BUILDING	BOARD MEMBER
Early Childhood Center	Stan Truskoski
Alpine Elementary	Jeff Gustinis
Central Elementary	Danielle Roberts
Zinser Elementary	Mark Robinson

SECRETARY

TREASURER

MTG SCHEDULE #23-002

INVESTMENT AUTHORITY  
RESOLUTION #23-003

DESIGNATE DEPOSITORIES  
#23-004

ELECTRONIC TRANSFER OF  
FUNDS #23-005

AUTHORIZE SIGNATURES  
#23-006

POST NOTICES #23-007

ACCEPT RESIGNATIONS &  
RETIREMENTS #23-008

AUTHORIZE TO HIRE #23-  
0099

AUTHORIZE TO RESOLVE  
DISCIPLINE #23-010

BUILDING LIAISONS #23-  
011

Middle School	Tracey Hart
High School	Erin LaBotz
Pathways High School	Melissa Courtade

**VI. Business Action Items**

- A. Motion by Roberts supported by Truskoski to approve the consent agenda. **Motion approved 6-0.**
  - 1. December 12, 2022 Regular Meeting Minutes
  - 2. December General Fund expenditures of \$337,686.79 through and including checks #79828-79948 and payrolls of December 2, 16 and 30, 2022; December School Lunch Fund expenditures of \$15,346.73 through and including checks #10901-10922; December 2018 Building and Site Series expenditures of \$20,900 including check #15357; December 2020 Building and Site Series expenditures of \$345,960.04 through and check #79864-79922; Student Activity Check Register expenditures of \$26,606.97 through and including checks #96877-96893.
  - 3. Certified Staff Personnel Report
- B. Motion by Roberts supported by Truskoski to approve the Grand Valley State University Connect Tutoring Contract in the amount of \$88,752 for the purpose of providing tutoring services to be funded by the Early Literacy Grant for Grades 1 - 3 and the 98c Grant for Grades 6 - 9. Report #23-012. **Motion approved 6-0.**

**VII. Future Items for Consideration**

- A. Future Meetings - schedule available upon request
- B. Go Around
  - 1. Member Truskoski submitted his resignation from the board effective immediately.

**VIII. Adjournment**

- A. Seeing no additional agenda items, President Hart adjourned the meeting at 7:33 pm.

Respectfully submitted,

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Danielle M. S. Roberts, Secretary

ACTION ITEMS

12/12/22 REGULAR  
MEETING MINUTES  
CHECK REGISTRIES

PERSONNEL REPORT  
GVSU CONNECT TUTORING  
#23-012

FUTURE MEETINGS  
GO AROUND

ADJOURNMENT