

**ALLENDALE PUBLIC SCHOOLS' BOARD OF EDUCATION
REGULAR MEETING/WORK SESSION MINUTES FOR JANUARY 10, 2022 AT 6:00 P.M.
OAKWOOD BOARD ROOM**

This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated on the agenda.

I. CALL TO ORDER at 6 PM.

II. MISSION STATEMENT

Allendale Public Schools commit to educate, inspire, and support all students.

III. ROLL CALL

Present: Cannata, DeJong, Hendricks, Holstege, MacDonald, Richards, Thurkettle

Admin: Cooper, Reynolds, Park, Kleyn, Torno

IV. PLEDGE OF ALLEGIANCE

V. STATEMENT OF COMMITMENT – PRINCIPLE 1.8 The Board seeks full disclosure to all sides of issues or conflicts before passing judgment, adheres to legal due process and presumes innocence until guilt has been established beyond a reasonable doubt. (Vice President Cannata)

VI. PUBLIC PARTICIPATION PROCESS

Members of the audience are welcome to make comments at the time designated on the agenda. Please register on the sign-up sheet and limit your comments to 3 minutes when your name is called. Out of respect for all individuals, please refrain from personal criticisms in open forum.

VII. APPROVAL OF AGENDA

Motion by DeJong, seconded by Cannata, to approve the agenda as presented. Motion carried.

VIII. ORGANIZATIONAL MEETING

A. Election of Officers

The President will ask for nominations from the floor for the position of board president, vice-president, secretary and treasurer.

1. Motion by MacDonald, seconded by DeJong, to approve Josh Thirkettle as APS Board President. Motion carried.
2. Motion by Richards, seconded by DeJong, to approve Kim Cannata as APS Board Vice-President. Motion carried.
3. Motion by DeJong, seconded by Cannata, to approve Scott MacDonald as APS Board Secretary. Motion carried.
4. Motion by Cannata, seconded by Hendricks, to approve Pam DeJong as APS Board Treasurer. Motion carried.

B. Board Secretary designates Depositor of School Funds.

Motion by MacDonald, seconded by Richards, to appoint Allendale Public Schools' Chief Business Official, Accounting Supervisor, and Board of Education Treasurer as Depositors of School Funds. Motion carried.

C. Board Secretary designates Board of Education Posting Designee.

Motion by MacDonald, seconded by DeJong, to appoint Executive Assistant as Posting Designee. Motion carried.

D. Board Secretary designates Recording Secretary.

Motion by MacDonald, seconded by Hendricks, to appoint Executive Assistant as Recording Secretary. Motion carried.

E. Meetings, Representatives, Miscellaneous Items

Meeting Schedule, Times, and Dates

Following are the dates for the regular/work session meetings scheduled for the second Monday of each month at 6:00 p.m. in the District Office – Board Meeting/Conference Room # 301 unless otherwise posted. If needed, informational, special, hearings, or work sessions will take place in District Office Conference Room # 414, scheduled on the fourth Monday of the month at 6:00 p.m. Finance and Policy meetings will be held at 5:00 p.m. as needed.

Regular Meetings

2022

February 14	June 13	October 10
March 14	July 11	November 14
April 18*	August 8	December 12
May 9	September 12	

2023

January 9, 2023**

*This is the third Monday of the month due to Spring Break

** Organizational Meeting for 2023 calendar year

Committee Members, Representatives, Delegates and Alternates

Finance Committee Members: DeJong, Holstege, MacDonald

Policy Committee Members: Henricks, Richards, Thurkettle

SEAB Committee Members: Cannata, DeJong, Richards

Discipline Committee Members: Hendricks, Holstege, Thurkettle

OASBA Representative: DeJong

MASB Delegates (3): DeJong, Richards, Thurkettle

Alternates (3): Cannata, Hendricks, Holstege

Miscellaneous Items

Postings - Regular board meetings, informational meetings, executive sessions, and/or committee meetings where majority of board members are present. Notices will be posted on the outside entrance doors of the District Administration Office.

Organizational Meeting - Will be held during the board meeting in January.

Public Participation Process - Members of the audience will be able to make public comments at the time designated on the agenda. Names will be taken in advance and will be called in the same order. Each participant has 3 minutes.

Roll Call Vote - Expenditures of funds, purchase of property, and resolutions.

Compensation - Board members will be paid \$40.00 for each board meeting attended, and reimbursed at the end of each school year.

Mileage - Reimbursement shall be set at current IRS rate.

Organizations - Annual members of MASB.

Auditor - Maner Costerisan.

Legal Counsel on Retainer - Thrun Law Firm, P.C.

Depositories - As presented in the Resolution Authorizing Depositories for Allendale Public School District Funds

Motion by Cannata, seconded by DeJong, to approve the Meeting Schedule/Times/Dates; Representatives, Delegates/Alternates; and Miscellaneous Items as presented. Motion carried.

IX. CONSENT AGENDA

A. Minutes

December 13, 2021, regular meeting minutes

B. Financial Reports

- a. Financial Statement Notes
- b. Cumulative Fund Activity Report
- c. General Fund Summary
- d. Check Register–Wires: 4154-4161; Checks 148617-148687; EFT 14074-14160; totaling \$1,311,242.92

- e. Business Services Checklists
- f. Bond Spending Summary
- C. Personnel Report**

Recommendation: Approve the Consent Agenda as presented.

Motion by Richards, seconded by Cannata, to approve the Consent Agenda as presented. Motion carried.

X. PUBLIC COMMENTS

Deanna Hunter
Allison Ilem
Brandon Holstege
Ronnie Allen
Taylor Ciesielski
Lauryn Allen
Emily Underhill
Sylvia Rhodea

XI. COMMITTEE REPORTS

- A. Finance**
- B. Policy**
- C. Ad Hoc (SEAB)**

XII. SUPERINTENDENT'S REPORT

- A. Dates**
 - January 17 - Conversation with Cooper
 - January 20 - Y5 - 12 half day of school
 - January 21 - Y5 - 12 half day of school; End of first semester
 - January 25 - Oakwood Singing Falcons & Talent Show, 7 PM, CFAC
 - February 2 - NHS Blood Drive, 8 AM - 2 PM. CFAC
 - February 7 - MS & HS Pre-festival Band Concert, 6:30 PM, Ceglarek Fine Arts Center
 - February 14 - Regular Board of Education meeting, 6 PM, Oakwood Board Room
- B. OSHA update**
- C. DO realignment**
- D. Board Appreciation**
- E. Other**

XIII. BOARD COMMENTS

MacDonald
DeJong
Richards
Holstege
Cannata

XIV. PRESIDENT COMMENT

Thurkettle

XV. ACTION ITEMS

A. 2021-2022 Budget Amendment

Background: This is the first of two amendments done on our approved June 2021-22 budget (the other occurs in May-June 2022). This amendment better reflects changes in revenues and expenses based on updated budgetary assumptions.

Recommendation: Approve the General Appropriation Resolution to amend the General Fund Budget for 2021-2022 as presented.

Motion by Richards, seconded by DeJong, to approve the General Appropriation Resolution to amend the General Fund Budget for 2021-2022 as presented.

Roll Call Vote: Cannata – YES; DeJong – YES; Hendricks - YES; Holstege - YES; MacDonald - YES; Richards – YES; Thurkettle - YES. Motion carried.

B. Approve changes to the school calendar for the 2022-2023 School year

Background: When the current calendar was negotiated and approved we did not have the calendar for the ISD. We are seeking to modify our calendar so that it aligns with the majority of other districts in the county, and more importantly, aligns with the Tech Center calendar.

Recommendation: Approve the modification of the School Calendar for 2022-2023.

Motion by DeJong, seconded by Hendricks, to approve the modification of the School Calendar for 2022-2023. Motion carried.

C. Approve bid for repaving high school parking lot

Background: The high school parking lot has been deteriorating for many years. We have been putting money into patching the lots as best we could but the surface has reached its life expectancy and really needs to be replaced. Bids were requested for repaving the High School Parking Lots along with several alternate projects. We are seeking approval for the overall repaving of the high school parking lots, along with the acceptance of Alternates C-1, C-2, C-3 by Lite-Loads Services LLC as presented for a total of \$1,195,130.00 with Construction Testing and a Contingency Allowance of \$149,513.00 for a Grand Total of \$1,344,643.00

Recommendation: Approve the bid from Lite-Loads Services LLC for repaving the high school parking lot and completion of Alternate projects C-1, C-2 and C-3 as presented.

Motion by MacDonald, seconded by Richards, to approve the bid from Lite-Loads Services LLC for repaving the high school parking lot and completion of Alternate projects C-1, C-2 and C-3 as presented at a total cost of \$1,344,643

Roll Call Vote: Cannata – YES; DeJong – YES; Hendricks - YES; Holstege - YES; MacDonald - YES; Richards – YES; Therkettle - YES. Motion carried.

D. Approve bid to install air conditioning units in both Evergreen gymnasiums

Background: When the Evergreen Elementary building was constructed, air conditioning for the two gymnasiums was not included. While the two spaces do have air handlers that control the quality of air flow, the spaces do get very hot during several months of the school year and throughout the summer when the spaces are used by GTF and summer camps. These are currently the only two educational spaces in the entire district that do not have air conditioning.

Recommendation: Approve the bid from DHE Plumbing and Mechanical for the amount of \$257,000.

Motion by DeJong, seconded by Richards, to approve the bid from DHE Plumbing and Mechanical for the amount of \$257,000.

Roll Call Vote: Cannata – YES; DeJong – YES; Hendricks - YES; Holstege - YES; MacDonald - YES; Richards – YES; Therkettle - YES. Motion carried.

E. Approve bid for replacing Energy Recovery Wheels and Controls

Background: Bids were requested and received to replace four of the Energy Recovery Wheels at Evergreen Elementary, along with new controls. Currently, while the wheels are able to bring in fresh air, they are not recovering heat from the exhaust in winter and cool air in the summer. This greatly reduces the energy efficiency of the units. In addition, these wheels have needed to be repaired on multiple occasions over the years. The old Semco units have not held up well and it is advisable to replace them with Novelaire units.

Recommendation: Approve the replacement of Evergreen Elementary Energy Recovery Units #1, #2 Energy Wheels with Controls by Trane U.S. Inc. as presented for a total of \$234,940.00

Motion by Cannata, seconded by Richards, to approve the replacement of Evergreen Elementary Energy Recovery Units #1, #2 Energy Wheels with Controls by Trane U.S. Inc. as presented for a total of \$234,940.00.

Roll Call Vote: Cannata – YES; DeJong – YES; Hendricks - YES; Holstege - YES; MacDonald - YES; Richards – YES; Therkettle - YES. Motion carried.

F. Review Board policies regarding Board Member Training

Background: It is being proposed that all Board members should be required to complete superintendent evaluation training prior to engaging in the evaluation process. Also, prior to adopting NEOLA policies, APS had their own Board policies related to professional growth for Board trustees.

They were policies 1152 and 1162. Policy 1152 required Board members to have completed all MASB 100 level courses within 18 months to be eligible to be BOE officers. Policy 1162 was an alternate to 1152 and strongly recommended that each Board member earn the Certified Board Member Award (CBA) within the first two years of serving on the Board and that they needed to complete all of the 100 courses in 18 months after becoming an officer.

Recommendation: Approve the requirement for Board members to complete superintendent evaluation training prior to participating in a superintendent evaluation.

Motion by DeJong, seconded by Cannata, to approve the requirement for Board members to complete superintendent evaluation training prior to participating in a superintendent evaluation. Motion carried.

XVI. ADJOURNMENT at 7:53 PM.

Respectfully submitted,
Jennifer Kraai
Executive Assistant