



WEST OTTAWA BOARD OF EDUCATION

Approved Minutes
Regular Board Meeting
August 15, 2011

President S. VanderStoep called the meeting to order and led in the Pledge of Allegiance at 7:00 p.m. in the Administration Office Training Room.

Members present: President S. VanderStoep; Vice President G. Jacob; Secretary D. Mahn; and Trustees J. Miller and R. Schipper. Also present were Superintendent T. Martin, Assistant Superintendents C. Dymowski and S. Richards, and Student Senate Rep. Charlie Kolean.

Members absent: W. Bloemendaal and B. Kangas

Moved by G. Jacob, supported by D. Mahn, that the minutes from the July 18, 2011, organization and regular board meeting and board work session be approved as presented. Motion was unanimously approved.

Moved by D. Mahn, supported by G. Jacob, that the agenda be approved as amended. Motion was unanimously approved.

There were no communications from the audience.

There was no unfinished business.

Moved by J. Miller, supported by R. Schipper, that a probationary contract for the 2011-2012 school year be awarded to the following:

- Katherine Drake Autistic Impairment Consultant .60
- Nicole Fabiano Spanish .75, Harbor Lights and Macatawa Bay
- Theresann Pyrett French .75, Macatawa Bay
- Kyla Turner Speech and Language Pathologist
- Amy Van Belle English Language Learners, Macatawa Bay and High School

Vote was tabled to approve together with the administrative contracts.

Moved by D. Mahn, supported by R. Schipper, that an administrative contract for the 2011-2012 school year be awarded to the following:

- James English Assistant Superintendent of Finance
- Ami Taylor Waukazoo Elementary School Principal
- Elizabeth Vander Wege Lakewood Elementary School Principal

Motions to award the above probationary and administrative contracts were unanimously approved. Human Resources Director Jeri Page introduced the new administrators and teachers to the board members.

Moved by J. Miller, supported by R. Schipper, that the following travel applications be approved pending consideration of the world situation at the time of the planned trip:

- August 16-17, 2011, 9th Grade, Junior Varsity, and Varsity Sideline Cheer Teams to Champion Cheerleading Camp at Alma College in Alma, Michigan

- August 26-27, 2011, Boys Varsity Tennis to Ann Arbor Huron Invitational in Ann Arbor, Michigan
- October 13-15, 2011, Boys Varsity Tennis to State Finals in Midland, Michigan
- October 14-15, 2011, Girls Varsity Swimming and Diving Team to MISCA Meet at Eastern Michigan University in Ypsilanti, Michigan
- November 17-19, 2011, Girls Varsity Swimming and Diving Team to MHSAA State Meet at Eastern Michigan University, Ypsilanti, Michigan
- February 10-11, 2012, Boys Varsity Swimming and Diving Team to MISCA Meet at Eastern Michigan University in Ypsilanti, Michigan
- March 8-10, 2012, Boys Varsity Swimming and Diving Team to MHSAA State Meet at Eastern Michigan University in Ypsilanti, Michigan

Motion was unanimously approved. S. VanderStoep wished the groups well as they travel to their destinations.

Student Senate Representative Charlie Kolean reported on the following events taking place in August at the high school:

- Registration is August 24-26
- Teacher Welcome Back, TBA
- Freshman Orientation is August 31
- Freshman Mixer will follow orientation

S. Richards provided a summary of the ACT Workshop for secondary principals. S. VanderStoep thanked S. Richards and building principals for bringing this to their staff.

Moved by J. Miller, supported by D. Mahn, that the student handbooks for the elementary schools, Harbor Lights and Macatawa Bay Middle Schools, and West Ottawa High School be approved as presented. Motion was unanimously approved. S. VanderStoep thanked everyone who put these handbooks together.

Moved by R. Schipper, supported by G. Jacob that the bills payable and revenue summaries for the month of July 2011 be approved as presented. Motion was unanimously approved.

Moved by G. Jacob, supported by G. Mahn, that the following staff handbooks be approved as presented: Athletics, Childcare, Food Service, and Transportation. Motion was unanimously approved. S. VanderStoep thanked everyone who put these handbooks together.

T. Martin reported on the following:

- Jim English has been hired as Assistant Superintendent of Business Services. His start date is August 22. Holland Public Schools would like to have Mr. English's expertise during his transition to West Ottawa to help with their pressing projects.
- He is impressed with West Ottawa's leadership team after having spent two days last week with the A-Team for a retreat to kick-off the new school year.
- We will be starting a monthly online newsletter in addition to continuing the quarterly paper newsletters.
- We are working on getting the newsletter out.
- A tentative agreement with the WOECA on the 2011-12 calendar has been reached.
- Changes will be made to the Home Page of the District website to make it more informative.
- We plan to ramp up communications to parents and the community.

S. VanderStoep mentioned he looks forward to a great 2011-12 school year.

During communications from the audience (for any issues), Beth Cumberland, 3911 Tall Grass, Holland, thanked the Board for putting the Board policies online and addressed the Board regarding changes to the student handbooks. A summary of the changes to the student handbooks for the elementary schools and West Ottawa High School which were approved at this meeting are attached. A summary of changes to the student handbook for the middle schools was not available at the meeting.

Moved by R. Schipper, supported by D. Mahn that the Board of Education go into closed session per Section 8(C) (Collective Bargaining) of the Open Meetings Act at 7:31 p.m.

AYES: G. Jacob, D. Mahn, J. Miller, R. Schipper and S. VanderStoep

NAYS: None

Motion was unanimously approved.

Moved by G. Jacob, supported by R. Schipper that the Board reconvene in open session at 8:48 p.m.

AYES: G. Jacob, D. Mahn, J. Miller, R. Schipper and S. VanderStoep

NAYS: None

Motion was unanimously approved.

Moved by D. Mahn, supported by G. Jacob, that the meeting adjourn at 8:49 p.m.

Motion was unanimously approved.

Douglas Mahn
Secretary

Revisions/Changes in 2011-2012 Elementary Handbook

- Change in Administrators/Principals
(Phone number for Jim English still needed on page 3)
- Added International Baccalaureate section (page 6)
- Under Additional Assessment Methods - DIBELS is now updated to DIBELS Next
(page 10)
- Under Adequate Yearly Progress - No Child Left Behind (NCLB) changed to its new
name Elementary and Secondary Education Act (ESEA) (page 10)
- Meals prices have changed for 2011-2012 (page 17)
- Under heading of Board Policy 8600: Student Transportation - Deleted statement "A
student may be permitted to ride another bus or use another bus stop with an authorized
pass obtained from the school office. (Request for a bus change must be made ahead
of time in writing through the school office.)"

Revisions/Changes in 2011-12 West Ottawa High School Handbook

This year we decided to place the Handbook online rather than giving the students a hard copy. This will create a savings of \$10,000 to the HS budget. Hard copies will be available in the North and South main offices and classrooms. Students will be given notice of where to find the handbook on the high school website and be required to sign an acknowledgement form that they received this information. Traditionally when students meet in their Seminar classes for the first time the teacher will go over the handbook.

Highlights, additions and/or changes to the 2011-12 Student Handbook are:

- National and State Law References to relevant policies
- Homebound and Hospital Instruction
- Personal Curriculum
- Graduation requirements and grade classifications
- IB Learner Profile
- Animals on School Property
- Mandated Reporters
- Attendance Policy
- Requests from Military or Institutions of Higher Learning
- Transportation Services

If you have questions about any of these highlights, additions, and/or changes, please feel free to contact Anne Armstrong, Assistant Principal, North High School, at 994-5021 or armstronga@westottawa.net.