



WEST OTTAWA BOARD OF EDUCATION

Proposed Minutes
Organizational and Regular Board Meeting
July 19, 2010

Organizational Meeting

President R. Schipper called the meeting to order at 6:30 p.m. in the Administration Office Training Room.

Members present: President R. Schipper; Vice President S. VanderStoep; Secretary G. Jacob; and Trustees W. Bloemendaal, D. Mahn, and S. Smith. Also present were Superintendent Dr. P. Koeze and Assistant Superintendents C. Dymowski, S. Richards, and D. Zimmer.

Members absent: Trustee B. Kangas

Susan Smith took the Oath of Office for her upcoming four-year term on the West Ottawa Board of Education.

Moved by D. Mahn, supported by S. VanderStoep, that the agenda for the organizational meeting be approved as presented. The motion was unanimously approved.

There were no communications from the audience.

President R. Schipper called for nominations for board officers.

Moved by G. Jacob, supported by W. Bloemendaal, that Scott VanderStoep be nominated for board president and that nominations be closed. Motion was unanimously approved.

Moved by W. Bloemendaal, supported by G. Jacob, that Scott VanderStoep be elected President of the West Ottawa Board of Education for the 2010-2011 fiscal year. Motion was unanimously approved.

Moved by S. VanderStoep, supported by D. Mahn, that George Jacob be nominated for vice president and that nominations be closed. Motion was unanimously approved.

Moved by D. Mahn, supported by S. Smith, that George Jacob be elected Vice President of the West Ottawa Board of Education for the 2010-2011 fiscal year. Motion was unanimously approved.

Moved by D. Mahn, supported by S. VanderStoep, that Susan Smith be nominated for board secretary and that nominations be closed. Motion was unanimously approved.

Moved by S. VanderStoep, supported by D. Mahn, that Susan Smith be elected Secretary of the West Ottawa Board of Education for the 2010-2011 fiscal year. Motion was unanimously approved.

Moved by W. Bloemendaal, supported by S. VanderStoep, that the West Ottawa Board of Education appoint David Zimmer as Treasurer for the 2010-2011 fiscal year. Motion was unanimously approved.

Moved by G. Jacob, supported by D. Mahn, that the West Ottawa Board of Education approve the proposed meeting schedule for the 2010-2011 fiscal year: August 16, September 20, October 18, November 15, December 20, January 17, February 21, March 21, April 18, May 16, and June 20. All regular meetings will be held at 7:00 p.m. in the Training Room at the Administration Office unless otherwise announced. Motion was unanimously approved.

Moved by S. Smith, supported by W. Bloemendaal, that Bank of America, Bank of Holland, Chemical Bank, Fifth/Third Bank, Flagstar Bank, Huntington National Bank, J P Morgan Chase Bank, Macatawa Bank, Mercantile Bank, and PNC be used as depositories for the West Ottawa Public Schools for the 2010-2011 fiscal year. Motion was unanimously approved.

Moved by W. Bloemendaal, supported by S. VanderStoep, that the following people be authorized signers for the West Ottawa Public Schools checking accounts: Dr. Patricia Koeze, Michelle A. Visser, and David Zimmer and that Automated Clearing House (ACH) transactions be authorized and completed as detailed in Policy 6144. Motion was unanimously approved.

Moved by D. Mahn, supported by S. Smith, that the secretary to the superintendent be responsible for posting public notices of meetings. Motion was unanimously approved.

Moved by G. Jacob, supported by D. Mahn, that the West Ottawa Board of Education retain membership in the Michigan Association of School Boards, MASB – Legal Trust Fund, and the Michigan Institute for Educational Management. Motion was unanimously approved.

Moved by S. Smith, supported by W. Bloemendaal, that the following firms be named legal counsel for the 2010-2011 fiscal year or as otherwise directed by the Board of Education:

- Clark Hill, P.L.C. for personnel issues, employee negotiations, and general district needs
- Miller Johnson for general district needs
- Scholten and Fant for elections, Special Education and Section 504, and general district needs
- Thrun Law Firm, P.C. for employee negotiations and general district needs

Motion was unanimously approved.

Moved by S. VanderStoep, supported by G. Jacob, that the firm of DeLong and Brower, P.C. be hired as the 2010-2011 district auditor as recommended by the Assistant Superintendent for Financial Services. Motion was unanimously approved.

Moved by G. Jacob, supported by S. VanderStoep, that the members of the West Ottawa Board of Education be compensated \$150 per year for their services. Motion was unanimously approved.

Moved by D. Mahn, supported by S. VanderStoep, that the organizational meeting adjourn at 7:22 p.m. Motion was unanimously approved.

Regular Meeting

President S. VanderStoep called the meeting to order at 7 p.m. in the Administration Office Training Room.

Members present: President S. VanderStoep; Vice President G. Jacob; Secretary S. Smith; and Trustees W. Bloemendaal, D. Mahn, and R. Schipper. Also present were Superintendent Dr. P. Koeze and Assistant Superintendents C. Dymowski, S. Richards, and D. Zimmer.

Members absent: Trustee B. Kangas

Moved by W. Bloemendaal, supported by D. Mahn, that the minutes from the June 21, 2010, regular board meeting be approved as presented. Motion was unanimously approved.

Moved by G. Jacob, supported by R. Schipper, that the agenda for the regular board meeting be approved to as amended. Motion was unanimously approved.

There were no communications from the audience.

Dr. Koeze and Dr. Gilda Gely, Provost from Grand Rapids Community College, signed a one-year contract for GRCC to provided college-level classes on the West Ottawa High School campus.

Moved by R. Schipper, supported by D. Mahn, that a probationary contract for the 2010-2011 school year be awarded to the following:

- Brianna Hammond Resource High School South Building
- Lizzie Lillibridge Resource Lakewood Elementary School
- Kelli Miller AI Sheldon Woods Elementary School
- Tricia Riesenbeck Resource Harbor Lights Middle School
- Jennifer TerVree Resource/CI Harbor Lights Middle School

Motion was unanimously approved.

Carter Baer, Resource for Glerum and Lakeshore Elementary Schools, and Jens Milobinski, principal of Lakeshore Elementary, were introduced to the board.

Moved by W. Bloemendaal, supported by S. Smith, that the following travel applications be approved pending consideration of the world situation at the time of the proposed trip:

- August 13-15, 2010, Varsity Volleyball Team to KOA Campground in Grand Rapids, Michigan
- August 17-19, 2010, Girls Varsity Golf Team to Traverse City, Michigan
- October 14-16, 2010, Boys Tennis Team to Midland Community Tennis Center in Midland, Michigan
- November 5-6, 2010, Varsity Boys and Girls Cross Country Teams to Brooklyn, Michigan, for the state finals
- November 18-20, 2010, Girls Varsity Swimming and Diving Team to MHSAA Finals, Oakland University, Rochester, Michigan

Motion was unanimously approved.

S. Richards provided on update on Education Yes! and AYP building grades and on the high school summer school offerings.

C. Dymowski presented an update on the migrant summer school.

D. Zimmer reported on the 2009-10 audit, the state aid bill, the retirement rate, summer projects, and the removal of portables.

Moved by D. Mahn, supported by G. Jacob, that the financial report and bills payable summaries be approved as presented. Motion was unanimously approved.

Moved by G. Jacob, supported by D. Mahn, that the bid from Allied Waste for the removal of waste and recyclables for 2010-11, 2011-12, and 2012-13 be accepted as recommended by the Assistant Superintendent for Financial Services. Motion was unanimously approved.

Moved by R. Schipper, supported by S. Smith, that the total bid of \$152,082.19 from Holland Paving for resurfacing and repair of parking lots and access roads at Pine Creek Elementary, Harbor Lights, Macatawa Bay, and the transportation department be accepted as recommended by the Assistant Superintendent for Financial Services. Motion was unanimously approved.

Dr. P. Koeze reported on the high school summer school and thanked Kent Henson, high school principal, for serving as mentor for the on-line classes. She also expressed her appreciation to the building and grounds staff for our well maintained facilities and grounds. Dr. Koeze thanked board members for their hours of service to provide leadership and direction for the district and extended best wishes to reporter Steve Kloosterman on his upcoming marriage.

There were no communications from the audience.

Moved by S. Smith, supported by D. Mahn, that the meeting adjourn at 7:28 p.m. Motion was unanimously approved.

S. Smith
Secretary of the Board of Education