

Organizational Meeting

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

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

Members absent: Trustee B. Kangas

Moved by W. Bloemendaal, supported by R. Schipper, that the agenda for the organizational meeting be approved as presented. The motion was unanimously approved.

During communications from the audience, Trustee W. Bloemendaal welcomed new superintendent Tom Martin and thanked Louis VanSlooten, former West Ottawa School Board member for 16 years and Port Sheldon Township tax collector, for all he has done for West Ottawa and thanked Mr. VanSlooten's family for their service to the District. Mr. Bloemendaal also mentioned that former West Ottawa Assistant Superintendent for Teaching and Learning, Jim Nicolette, accepted a position as an administrator at the VanAndel Institute and that he feels sad that Mr. Nicolette is no longer at West Ottawa. President S. VanderStoep commented that it would be more sad if other school districts/organizations didn't want West Ottawa's people.

President S. VanderStoep called for nominations for board officers.

Moved by R. Schipper, supported by D. Mahn, that Scott VanderStoep be nominated for board president until the next organizational meeting and that nominations be closed. Motion was unanimously approved.

Moved by R. Schipper, supported by D. Mahn, that Scott VanderStoep be elected President of the West Ottawa Board of Education for the 2011-2012 fiscal year. Motion was unanimously approved.

Moved by W. Bloemendaal, supported by R. Schipper, that George Jacob be nominated for vice president and that nominations be closed. Motion was unanimously approved.

Moved by W. Bloemendaal, supported by R. Schipper, that George Jacob be elected Vice President of the West Ottawa Board of Education for the 2011-2012 fiscal year. Motion was unanimously approved.

Moved by R. Schipper, supported by W. Bloemendaal, that Douglas Mahn be nominated for board secretary and that nominations be closed. Motion was unanimously approved.

Moved by R. Schipper, supported by G. Jacob, that Douglas Mahn be elected Secretary of the West Ottawa Board of Education for the 2011-2012 fiscal year. Motion was unanimously approved.

Moved by D. Mahn, supported by R. Schipper, that the West Ottawa Board of Education appoint Michelle Visser as Treasurer for the 2011-2012 fiscal year. Motion was unanimously approved.

Moved by G. Jacob, supported by D. Mahn, that the West Ottawa Board of Education approve the amended proposed regular board meeting schedule for the 2011-2012 fiscal year and July 2012: August 15, September 19, October 17, November 21, December 12, January 16, February 20, March 19, April 16, May 21, June 18 and July 16, 2012. 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 J. Miller, supported by R. Schipper, that the West Ottawa Board of Education approve the proposed Instructional/Student Services Resource Team meeting schedule for the 2011-2012 fiscal year and July 2012: August 3, September 7, October 5, November 2, December 7, January 4, February 1, March 7, April 11, May 2, June 6, and no meeting in July 2012. All Instructional/Student Services Resource Team meetings will be held at 8:00 a.m. in Conference Room B at the Administration Office unless otherwise announced. Motion was unanimously approved.

Moved by R. Schipper, supported by D. Mahn, that the West Ottawa Board of Education approve the proposed Finance/Human Resources Resource Team meeting schedule for the 2011-2012 fiscal year and July 2012: August 8, September 12, October 10, November 14, December 12, January 9, February 13, March 12, April 9, May 14, June 11, and July 9. All Finance/Human Resources Resource Team meetings will be held at 8:00 a.m. in Conference Room B at the Administration Office unless otherwise announced. Motion was unanimously approved.

Moved by G. Jacob, supported by R. Schipper, that the West Ottawa Board of Education approve the amended proposed Officers Resource Team meeting schedule for the 2011-2012 fiscal year and July 2012: August 12, September 16, October 14, November 18, December 9, January 13, February 17, March 16, April 13, May 18, June 15, and July 13. All Officers Resource Team meetings will be held at 8:00 a.m. in Conference Room B at the Administration Office unless otherwise announced. The motion was unanimously approved.

Moved by R. Schipper, supported by G. Jacob, 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 G. Jacob, supported by R. Schipper, that the following people be authorized signers for the West Ottawa Public Schools checking accounts: Thomas K. Martin and Michelle A. Visser, 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 R. Schipper, that the secretary to the superintendent be responsible for posting public notices of meetings. Motion was unanimously approved.

Moved by J. Miller, supported by R. Schipper, 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 G. Jacob, supported by D. Mahn, that the following firms be named legal counsel for the 2011-2012 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 R. Schipper, supported by D. Mahn, that the firm of DeLong and Brower, P.C. be hired as the 2011-2012 district auditor as recommended by the Controller. Motion was unanimously approved.

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

Moved by J. Miller, supported by D. Mahn, that the organizational meeting adjourn at 6:49 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 D. Mahn; and Trustees W. Bloemendaal, J. Miller, and R. Schipper. Also present were Superintendent T. Martin and Assistant Superintendents C. Dymowski and S. Richards.

Members absent: Trustee B. Kangas

Moved by W. Bloemendaal, supported by R. Schipper, that the minutes from the June 20, 2011, regular board meeting and the June 30, 2011, special board meeting be approved as presented. Motion was unanimously approved.

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

During communications from the audience, Trustee W. Bloemendaal objected to the \$256 board approved airfare expenditure for Dr. Patricia Koeze to attend the July 2011 IB Conference of the Americas, in San Antonio, Texas, after her resignation from the District became effective. Discussion followed where S. VanderStoep added that the IB organization invited Dr. Koeze and provided her with complimentary conference registration, hotel accommodations, and meals for her to attend the conference to continue the negotiations that began last fall regarding the possibility of lowering the amount of IB fees charged to the District.

Moved by J. Miller, supported by R. Schipper, that following a first reading the following board bylaw and policies be approved:

- Bylaw 0167.1 Voting (Revised)
- Policy 1241 Non-Reemployment of the Superintendent (Revised)
- Policy 1420 School Administrator Evaluation (Revised)
- Policy 1613 Student Supervision and Welfare (New)
- Policy 8470 Students-Sex Offender Registry; Criminal Convictions (Revised)
- Policy 8500 Food Services (Revised)
- Policy 8540 Vending Machines (Revised)
- Policy 9150 School Visitors (Revised)
- Policy 9160 Public Attendance at School Events (Revised)

Motion was unanimously approved.

S. Richards introduced Jason Pasata from the Ottawa Area Intermediate School District who provided a presentation on the Skills4Success Framework.

Moved by J. Miller, supported by R. Schipper, that the West Ottawa Board of Education adopt the Skills4Success Framework as a fundamental component of its student achievement goals and will identify and/or develop opportunities for all students to develop these skills. Motion was unanimously approved. Vice President G. Jacob noted that this skills component does not affect the budget. President S. VanderStoep thanked Jason Pasata and the Ottawa Area Intermediate School District for the development of this tool.

C. Dymowski presented a summer school update.

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

T. Martin thanked everyone for the warm welcome as the district's new superintendent. He reported that the District is in the final phase of its elementary principal search for Lakewood and Waukazoo Elementary Schools, a Director of Finance position is posted through July 27, a link to the district's Board Bylaws & Policies and Administrative Guidelines has been posted on the District's web site and are accessible without passwords, and he looks forward to a great year.

There were no communications from the audience.

Moved by J. Miller, supported by D. Mahn, that the meeting adjourn at 7:30 p.m. Motion was unanimously approved.

Douglas Mahn
Secretary