

A regular meeting of the Board of Education was called to order at 7:00 p.m. at West Ottawa Public Schools' Administration Office, 1138 136th Avenue.

**REGULAR MEETING
CALL TO ORDER**

President K. McCoy opened the meeting with the Pledge of Allegiance.

PLEDGE OF ALLEGIANCE

Members Present: D. Duistermars, C. Lebster, McCoy, L. Rutan, R. Schipper and T. Smith. Superintendent T. Martin, Associate Superintendent for Business Services/Treasurer J. English and Student Senate Representative Laryssa Solomon were also present.

ROLL CALL

Members Absent: S. McKanna

Moved by C. Lebster, supported by L. Rutan, to approve the minutes of the October 21, 2019, regular meeting as presented. Motion carried 6-0-0.

APPROVAL OF MINUTES

Moved by R. Schipper, supported by T. Smith, that the agenda be amended to include a motion to go into closed session later in the meeting to consider a personnel issue, as requested by the employee. Motion carried 6-0-0.

APPROVAL OF AGENDA

K. McCoy reported on the Michigan Association of School Boards' (MASB's) Annual Delegate Assembly she attended in Traverse City on November 8 as West Ottawa's official voting delegate.

INFORMATION ITEMS

Report on
MASB Annual
Delegate Assembly

Superintendent Martin congratulated the cast and crew of the high school's musical production of *The Addams Family* on amazing performances and set construction. Mr. Martin also reported that he, Lakewood's principal Mike Ghareeb and 5th grade teacher Carrie Johnson attended the ceremony in Washington, D.C., last week to accept the 2019 National Blue Ribbon Schools award on behalf of the staff of Lakewood Elementary.

Superintendent's Update

Student Senate Representative Laryssa Solomon provided an update on the following: the five performances by the cast and crew of the high school's musical *The Addams Family* were outstanding; the Girls' Cross Country Team finished in 7th Place at the Division 1 State Meet and Freshman Arianne Olson earned 2nd Place overall; the Blood Drive will be held on November 22, with already approximately 100 people signed up to donate; this year's Toy Drive collection will take place November 25-December 6, with present wrapping on December 7; the WOSWE (West Ottawa Select Women's Ensemble) will present a Holiday Tea at the Performing Arts Center on December 7 at 2 p.m. and 4 p.m.; and this year's Senior Survivor will run December 16-20.

Student Senate Update

C. Leebster reported the Instructional Services committee discussed the following during its November meeting: a 1st quarter update on the District's new wellness coaches, Instagram and Facebook platforms, current pilots, course updates, and plans for refreshing Chromebooks.

D. Duistermars reported the Student Services & K-5 Instruction committee discussed the following during its November meeting: elementary professional development day on November 1 and the Woodside HIL (High Impact Leadership) Program.

T. Smith reported the Finance & Personnel committee discussed the following during its November meeting: historical MPSERS (Michigan Public School Employees Retirement System) rates; ballot language for the May 2020 election; recruitment and retention of support staff; information related to our Repair and Improvement (aka Sinking) Fund and permissible uses, which are more flexible than bond funds; per pupil expenditures, and conceptual renderings of the new stadium.

R. Schipper reported the Finance & Facilities committee discussed the following during its November meeting: a few items that overlapped with the Finance & Personnel committee, budget amendments will be presented next month, trucks bids on the agenda this evening, the Sinking Fund, the age of the District's roofs, accelerating the purchase of ten high volume copiers to save \$15,000 on tariffs, the opening of bids for the Harbor Lights project, the fiber replacement project, and special education expenditures and revenues.

Director of Finance K. Barr shared the following information in Part 2 of the 2018-2019 fiscal year highlights: 10-year history of the foundation allowance (state per pupil funding), fall count enrollment history, General Fund expenditures, 7-year history of General Fund revenues, 7-year history of General Fund expenditures, General Fund expenditures per pupil, Food Service Fund revenues and expenses per pupil, and outstanding debt by type for the prior 10 fiscal years.

Associate Superintendent for Business Services/Treasurer J. English shared information regarding the Building & Site Sinking Fund millage that has expired. Next month the Board will be asked to decide whether or not to put a Sinking Fund proposal on the May 2020 ballot.

There was discussion on whether or not to include a Sinking Fund proposal on the May 2020 ballot and the ballot language for such a proposal. The differences between what bond funds and sinking funds can be used for were also discussed.

Superintendent Martin provided an overview of the policies in Packet #1920-001 being presented this evening for a first reading.

Moved by R. Schipper, supported by T. Smith, that the policies in Packet #1920-001 be considered for a first reading as presented. Motion carried 6-0-0.

INFORMATION ITEMS
(Cont'd.)

Committee Reports
Instructional Services Report

Student Services &
K-5 Instruction Report

Finance & Personnel Report

Finance & Facilities Report

2018-19 Fiscal Year Highlights,
Part 2 of 2

Building & Site Sinking Fund
Presentation

Discussion on May 2020 Special
Election Resolution

Board Policies
(First Readings)
(Packet #1920-001)

Opportunity was given for communications from the audience regarding agenda items. There was no response.

Moved by C. Lebster, supported by T. Smith, that an administrative contract for the remainder of the 2019-2020 school year be awarded to Jens Milobinski as Assistant Superintendent of Human Resources. Motion carried 6-0-0.

Moved by T. Smith, supported by L. Rutan, that the Board approve the bid from Adams Remco/Toshiba in the amount of \$88,380 for the purchase of ten (10) replacement copiers as presented. Motion carried 6-0-0.

Moved by R. Schipper, supported by T. Smith, that the Board approve the bids from Todd Wenzel Buick GMC in the amount of \$32,094.45 and/or LaFontaine Chrysler Dodge Jeep Ram of Lansing in the amount of \$31,722.00 for the purchase of up to a total of eight (8) trucks as presented. Motion carried 6-0-0.

Associate Superintendent of Business Services J. English explained the District's preference for GMC trucks based on resale value; however, due to the worker's strike, low inventory of GMC trucks may prevent the District from purchasing this brand.

Moved by R. Schipper, supported by L. Rutan, that the Board approve the bid from Todd Wenzel Buick GMC in the amount of \$43,137.00 for the purchase of a new food service delivery truck with a lift gate as presented. Motion carried 6-0-0.

Moved by D. Duistermars, supported by T. Smith, that the following travel application be approved as presented:

- January 3 & 4, 2020 - Varsity Girls' Basketball Team to the game at Traverse City High School in Traverse City, Michigan

Motion carried 6-0-0.

Opportunity was given for communications from the audience. There was no response.

D. Duistermars shared that the Hope College football team won the championship and recognized 2015 West Ottawa graduate Mason Dekker for a job well done.

The next regular meeting will be held on Monday, December 16, 2019 at 7:00 p.m. in the Administration Office Training Room. The Vocalaires will perform from 6:45-7:00 p.m.

**COMMUNICATIONS FROM
THE AUDIENCE**
(regarding agenda items)

ACTION ITEMS

Approval of
Administrative Contract

Approval of
Copier Purchase

Approval of
Truck Purchase

Approval of
Food Service
Delivery Truck Purchase

Approval of
Travel Application

FUTURE CONSIDERATION
**COMMUNICATIONS FROM
THE AUDIENCE**
(regarding any items)

BOARD COMMUNICATIONS

NEXT MEETING 12/16/19
Regular Meeting, 7:00 p.m.

Moved by C. Lebster, supported by R. Schipper, that the West Ottawa Board of Education convene in closed session at the request of the employee per MCL 15-268 Sec. 8(a) of the Open Meetings Act to consider a personnel issue at 8:03 p.m.

Roll Call Vote:

Ayes: D. Duistermars, C. Lebster, K. McCoy, L. Rutan, R. Schipper and T. Smith

Nays: None

Motion carried 6-0-0.

Moved by T. Smith, supported by C. Lebster, that the Board reconvene in open session at 9:32 p.m.

Roll Call Vote:

Ayes: D. Duistermars, C. Lebster, K. McCoy, L. Rutan, R. Schipper and T. Smith

Nays: None

Motion carried 6-0-0.

Moved by T. Smith, supported by L. Rutan, that the meeting adjourn at 9:33 p.m.
Motion carried 6-0-0.

CLOSED SESSION

**RECONVENE IN
OPEN SESSION**

ADJOURNMENT

Respectfully submitted,

Darrin Duistermars, Secretary