

**APPROVED MINUTES OF THE REGULAR MEETING  
OF THE  
HOLLAND BOARD OF EDUCATION**

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**The School District of the City of Holland  
Ottawa County, Michigan  
February 20, 2023**

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- I. CALL TO ORDER - ROLL CALL - WELCOME** – President Colburn welcomed the audience and called the meeting to order at 6:00 p.m. in the District Administration Office, Board Training Room, 320 West 24<sup>th</sup> Street.

**ROLL CALL:**

**BOARD:** Trustees Arendshorst, Colburn, Marroquin, Mulder, and Woltman

**EXCUSED:** Trustees Falstad and Ybarra

**ADMINISTRATORS:** Superintendent Cassidy, Associate Superintendent Pennington, Assistant CFO Tyler Weavers, and Administrative Assistant Kooiker (recorder)

**II. PLEDGE OF ALLEGIANCE**

**III. APPROVAL OF CONSENT AGENDA**

A. APPROVAL OF AGENDA

1. Regular Business Meeting of February 20, 2023
2. Consent Agenda for February 20, 2023

B. APPROVAL OF MINUTES

1. January 16, 2023, Regular Business Meeting
2. January 16, 2023, Closed Session Meeting

**Moved by Lois Mulder, supported by Tim Marroquin, that the Board of Education approves the Consent Agenda for February 20, 2023.** The motion was unanimously approved.

**IV. HOLLAND HIGH SCHOOL SENATE**

Student Senate President Libby LeFebre provided an update to the Board.

- Snowcoming /Spirit Week went well with over 400 students attending the dance.
- Snowcoming Pep Assembly had to be postponed due to snow day. The assembly will be held on Tuesday, February 21.
- Superintendent Cassidy will provide a Strategic Plan Update to Student Senate on February 22.

**V. HPS CELEBRATES**

HHS Theatre at the MI Thespian Festival.

16 students from Holland High School performed in the Thespy competition last weekend. Two students received a **SUPERIOR** ratings and have qualified to compete at the National Festival next summer:

- Anya Wolters received a Superior in Solo Dance
- Gretchen Timmer received a Superior in Monologue Performance

Several students receive **EXCELLENT** Thespy awards.

- Julie Wade & Andy Gonzalez-Cobos in Solo Musical
- Abby Hart & Olivia Zoet in Duet Musical
- Mia Ross in Solo Dance
- Andrea Parkhill in Make-up Design
- Cora VanFaasen in Costume Design

The Cast of Sister Act also earned an Excellent rating in Group Musical (Julie Wade, Andy Gonzalez, Abby Hart, Olivia Zoet, Mia Ross, Cora VanFaasen, Anya Wolters, Gretchen Timmer, Niko Brown, Sam Lunn, Mallory Grant, Rosie Rees & Lorelei Robbert)

Julie Wade and Mallory Grant auditioned for over 30 colleges for scholarships. Between the two they brought home over \$500,000.00 (that's a half of a million dollars) in scholarship offers!

## VI. PUBLIC COMMENTS

- Lora Kleinsasser, 3697 Elm Ridge Dr, Holland, MI 49424. Step up to Middle School event was great, thank you to the middle school and also thanked the board.

## VII. PERSONNEL REPORT AND/OR RECOMMENDATIONS

Associate Superintendent Pennington recommended the following personnel action:

A. Resignations:

- **Danielle Grassmid**, Math Teacher, Holland High School, effective February 3, 2023.

**Moved by Mark Woltman, supported by Chris Arendshort, that the Board of Education approve, with regret, the resignation of Danielle Grassmid.** The motion was unanimously approved.

B. Hiring:

- **Cassidy Boston**, Special Education Teacher, Holland Heights Elementary School, effective February 13, 2023.

**Moved by Lois Mulder, supported by Tim Marroquin, that the Board of Education approves a probationary contract to Cassidy Boston.** The motion was unanimously approved.

## VIII. BOARD COMMITTEES and STUDY SESSION REPORTS AND/OR RECOMMENDATIONS

A. TEACHING FOR LEARNING – The committee met on February 6, 2023.

Agenda Review and Roll Call: The meeting was called to order at 4:45 p.m.

Present:

Board: Trustees Falstad, Marroquin, and Mulder

Administration: Superintendent Cassidy and Associate Superintendent McCloud

Guests: Andrea Mehall, High School Principal, Josh Rumpsa, Assistant Principal, Zach Kapla Assistant Principal, Dana Loveland, HHS Counselor, Lynette Brander, EL Coordinator & Instructional Coach, and Rachel Sligh, HHS Art Teacher

Public Comments: There were no public comments.

Office of School Improvement: Superintendent Cassidy provided updates on the following:

- High School Presentation of two new courses for Fall 2023
  - Fiber Arts Course
  - EL Pre-Algebra
- High School Presentation on graduation requirement
- Update on Curriculum Review
- Grant planning

Office of Student Services: Associate Superintendent McCloud provided updates on the following:

- Upcoming ASL parent and community classes-fostering a language-rich environment
  - Anticipate a “101” and “201” class
  - Delivered via Zoom in hopes of having access to not only HPS families, but our community, county, and beyond
  - Bi-weekly

Superintendent Updates: Superintendent Cassidy provided updates on the following:

- Academics/Programs Goals
- Questions to Ask Community Regarding Strategic Plan
- Teachers Live Here Update
- First Voice Generation Invitation - Central Michigan University at 1:00 p.m. on Saturday, February 18 in the Opperman Auditorium in Park Library on Central Michigan University campus.

Other: No other items were discussed.

Adjournment: The meeting adjourned at 6:30 p.m.

STRATEGIC PLAN FOCUS  
AREAS

ACADEMICS/PROGRAM GOAL:

Holland Public Schools will provide educational excellence that meets the needs of each student in all district programs in safe, secure and predictable learning environments.

FAMILY AND COMMUNITY PARTNERSHIP GOAL:

Holland Public Schools will support and engage staff, family and community partnerships through ongoing communication, involvement and accountability that lead to student success.

FINANCE AND OPERATIONS GOAL:

Holland Public Schools will establish and implement a sustainable budget that supports district programs, building infrastructure and facility master plan.

HUMAN SERVICES GOAL:

Holland Public Schools will recruit, develop and retain team members who demonstrate a high degree of proficiency, community partners that support the vision/mission and volunteers who assist in the implementation.

B. FINANCE AND PROPERTY COMMITTEE – The committee met on February 7, 2023.

Agenda Review and Roll Call: The meeting was called to order at 4:02 p.m.

Present:

Board: Trustees Arendshorst and Mulder

Administration: Superintendent Cassidy, Associate Superintendent Pennington, and Chief Financial Officer Powers, Assistant CFO Weavers,

Public Comments: There were no public comments.

Finance & Property: Chief Financial Officer Powers provided updates on the following:

- Financial reports for January 2023
- General Fund budget amendment - Board action was requested at the February regular Board meeting.

**Moved by Mark Woltman, supported by Chris Arendshorst, that the Board of Education approve the 2022-23 General Fund Budget Amendment Resolution as presented.**

[Attachment A]

Roll Call Vote:

Ayes: Arendshorst, Colburn, Marroquin, Mulder, and Woltman

Nays: None

The motion was unanimously approved.

**Moved by Mark Woltman, supported by Chris Arendshorst, that the Board of Education approve the 2023 School Building and Site Bonds Series II Resolution as presented.**

[Attachment B]

Roll Call Vote:

Ayes: Arendshorst, Colburn, Marroquin, Mulder, and Woltman

Nays: None

The motion was unanimously approved.

- High voltage primary switch purchase. Board action will be requested at the February Study Session.

Associate Superintendent of Human Resources Report: Associate Superintendent Pennington provided an update on the following:

- Personnel Report
  - Vacancies and Postings Update
  - New Hires
- Letter of Agreement w/ HESPA - Pay Lane for Maintenance 2
- Letter of Agreement w/ HEA - Retirement Notification
- COVID-19 Backpack Testing Quarterly Report
- Spring/Summer Job Fairs
- Bargaining Dates Set w/ HEA

Superintendent Report: Superintendent Cassidy provided an update on the following:

- Finance and Operations and Human Services Data
- Transportation Updates/Bus Purchases - Board action will be requested at the February Study Session. Board action will be requested at the February Study Session.
  
- Update on Bond Timeline
- First Voice Generation Invitation - Central Michigan University at 1:00 p.m. on Saturday, February 18 in the Opperman Auditorium in Park Library on Central Michigan University campus.

Other: No other items were discussed.

Adjournment: The meeting adjourned at 4:45 p.m.

### STRATEGIC PLAN FOCUS AREAS

#### ACADEMICS/PROGRAM GOAL:

Holland Public Schools will provide educational excellence that meets the needs of each student in all district programs in safe, secure and predictable learning environments.

#### FAMILY AND COMMUNITY PARTNERSHIP GOAL:

Holland Public Schools will support and engage staff, family and community partnerships through ongoing communication, involvement and accountability that lead to student success.

#### FINANCE AND OPERATIONS GOAL:

Holland Public Schools will establish and implement a sustainable budget that supports district programs, building infrastructure and facility master plan.

#### HUMAN SERVICES GOAL:

Holland Public Schools will recruit, develop and retain team members who demonstrate a high degree of proficiency, community partners that support the vision/mission and volunteers who assist in the implementation.

C. EXECUTIVE COMMITTEE – The committee met on February 8, 2023.

Agenda Review and Roll Call: The meeting was called to order at 4:00 p.m.

Present:

Board: Trustee Colburn

Administration: Superintendent Cassidy and Director Craner

Public Comments: There were no public comments.

Superintendent Updates:

- Strategic Planning Update
- Billboards/Advertising
- GRCC Annexation Meeting

- First Voice Generation Invitation - Central Michigan University at 1:00 p.m. on Saturday, February 18 in the Opperman Auditorium in Park Library on Central Michigan University campus.

MASB Conference Request: Trustee Falstad presented a request to attend the 2023 MASB Winter Institute, Live Virtual Event, February 24-26, 2023.

Study Session Agenda Construction: Committee members planned the agenda for the February Study Session Meeting based upon the discussions at Teaching for Learning, Finance & Property, Executive Committee, and matters arising.

Other: No other items were discussed.

Adjournment: The meeting adjourned at 5:04 p.m.

### STRATEGIC PLAN FOCUS AREAS

#### ACADEMICS/PROGRAM GOAL:

Holland Public Schools will provide educational excellence that meets the needs of each student in all district programs in safe, secure and predictable learning environments.

#### FAMILY AND COMMUNITY PARTNERSHIP GOAL:

Holland Public Schools will support and engage staff, family and community partnerships through ongoing communication, involvement and accountability that lead to student success.

#### FINANCE AND OPERATIONS GOAL:

Holland Public Schools will establish and implement a sustainable budget that supports district programs, building infrastructure and facility master plan.

#### HUMAN SERVICES GOAL:

Holland Public Schools will recruit, develop and retain team members who demonstrate a high degree of proficiency, community partners that support the vision/mission and volunteers who assist in the implementation.

D. BOARD STUDY SESSION – The committee met on February 13, 2023.

Agenda Review and Roll Call: Trustee Woltman welcomed all participants and called the meeting to order at 5:31 p.m. in the Board Training Room of the District Administration Building, 320 West 24<sup>th</sup> Street.

#### ROLL CALL:

BOARD: Trustees Arendshorst, Falstad, Marroquin, Mulder, and Woltman

ADMINISTRATORS: Superintendent Cassidy, Associate Superintendents Pennington and Remillard

GUESTS: Lisa Freiburger, GRCC, Jennifer Owens, Lakeshore Advantage, Josh Rumpsa, Assistant Principal, and Zach Kapla, Assistant Principal

Public Comments: There were no public comments.

GRCC Annexation Discussion: Rosemary Ervine facilitated a discussion.

Committee Reports:

- a. Finance & Property Committee: The committee met on February 7, 2023 and recommended approval of the following at the Study Session meeting.

**Moved by Mark Woltman, supported by Lois Mulder, that the Board of Education approves the purchase of a new High Voltage Primary Switch purchase from Hoekstra Electric Supply in the amount of \$34,675.00.** [Attachment C]

Roll Call Vote:

Ayes: Trustees Arendshorst, Falstad, Marroquin, Mulder, and Woltman

Nays: None

The motion was unanimously approved.

**Moved by Mark Woltman, supported by Lois Mulder, that the Board of Education approves the purchase of two (2) school buses from Holland Bus Company for the amount of \$254,166.00 from the 2021 bond funds.** [Attachment D]

Roll Call Vote:

Ayes: Trustees Arendshorst, Falstad, Marroquin, Mulder, and Woltman

Nays: None

The motion was unanimously approved.

- b. Teaching for Learning Committee: The committee met on February 6, 2023 and recommended approval of the following at the Study Session meeting.

**Moved by Tim Marroquin, supported by Lois Mulder, that the Board of Education approves the following courses to be offered at Holland High School:**

- Fiber Arts Course
- EL Pre-Algebra

Roll Call Vote:

Ayes: Trustees Arendshorst, Falstad, Marroquin, Mulder, and Woltman

Nays: None

The motion was unanimously approved.

- c. Executive Committee: There were no questions, comments or clarification from the meeting on February 8, 2023.
- d. Holland Educational Foundation Report: Trustee Mulder provided an update.
- e. HEA communications Update: Trustee Arendshorst provided an update on the HEA Communications meeting from January 26, 2023.

Policies for Second Reading: Superintendent Cassidy submitted the following policies for 2<sup>nd</sup> reading:

- Policy 6108 Authorization to Use Electronic Fund Transfers and Automated Clearing House Arrangements (New)
- Policy 6460 Vendor Relations (Revised)
- Policy 6700 Fair Labor Standards Act (FLSA) (Revised)
- Policy 7440.03 Small Unmanned Aircraft Systems (New/Revised)

MASB Conference Request: Trustee Falstad presented a request to attend the 2023 MASB Winter Institute, Live Virtual Event, February 24-26, 2023.

**Moved by Lois Mulder, supported by Mark Woltman, that the conference request of Trustee Falstad be approved as presented to attend the MASB Winter Institute, February 24-26, 2023, with payment in the amount of \$297.00**

Roll Call Vote:

Ayes: Trustees Arendshorst, Marroquin, Mulder, and Woltman

Nays: None

The motion was approved 4-0, with Trustee Falstad abstaining.

Superintendent Updates:

- Administrative Guideline 5460, Graduation Requirements
- Board of Education Listening Tours
- Strategic Plan Feedback Meetings
- Marketing Update
- Superintendent Goals

Board Meeting Agenda Construction: Board Members planned the agenda for the February 20, 2023 Board Meeting.

Other: No other items were discussed.

Adjournment: The meeting adjourned at 7:53 p.m.

**IX. POLICIES FOR SECOND READING:** Superintendent Cassidy recommended the following policies for second reading and adoption:

- Policy 6108 Authorization to Use Electronic Fund Transfers and Automated Clearing House Arrangements (New)
- Policy 6460 Vendor Relations (Revised)
- Policy 6700 Fair Labor Standards Act (FLSA) (Revised)
- Policy 7440.03 Small Unmanned Aircraft Systems (New/Revised)

**Moved by Tim Marroquin, supported by Lois Mulder, that the Board of Education adopt the policies as presented.** The motion was unanimously approved. [Attachment E]

**X. SUPERINTENDENT'S/CABINET REPORT AND/OR RECOMMENDATIONS**

1. Superintendent Open Office Hours: Superintendent Cassidy announced open office hours scheduled for Thursday, March 2, 8:00 a.m., at the District Administration Office, Lincoln Conference Room. Superintendent Cassidy will host open office hours on the first Thursday of each month at 8:00 a.m. If you would like to reach Superintendent Cassidy please email him: [ncassidy@hollandpublicschools.org](mailto:ncassidy@hollandpublicschools.org).
2. Current Legislative Initiatives: Superintendent Cassidy shared information on recent legislative action.

Major Updates coming out this week centered around a School Safety and Mental Health Package.

- Expand OK2Say

- Uniform training and consistent terminology
- Increase Active Shooter Drills
- Establish school safety and mental health commission
- Funding for ISD to hire one safety and security coordinator
- Requires Schools to review and update safety plans

Coming up this week:

- Senate K-12 Appropriations Committee will be taking testimony on a weighted student funding formula.
- Senate Education committee expected to take testimony on legislation that would allow buses to be purchased with sinking funds.
- House Education Committee to take testimony on teacher and administrator evaluations.

3. Strategic Plan Update: Superintendent Cassidy provided a strategic plan update.

4. Teachers Live Here: Three more TLH grants were awarded.

**XI. OTHER:**

- Board members discussed grant writing positions, possibly looking at options using grant funding.
- Board members shared Bright Futures Week enrollment events were great our teachers and staff are amazing.

**XII. ADJOURNMENT:** President Colburn will adjourn the meeting at 6:28 p.m.

Approved as presented: \_\_\_\_\_  
Linda Falstad, Secretary