



**Kenowa Hills Public Schools**  
**Education inspired.**

**BOARD OF EDUCATION**

**Regular Meeting Preliminary Minutes**

**Monday, October 24, 2022 at 7:00 pm**

**Zinser Elementary, 3949 Leonard Street NW, Grand Rapids, MI 49534**

**I. Routine Business**

- A. A regular meeting of the Board of Education was called to order at 7:00 pm. at Zinser Elementary, 3949 Leonard Street NW, Grand Rapids, MI.
- B. President Hart opened the meeting with a moment of silence.
- C. Members Present: Courtade, Gustinis, Hart, LaBotz, Roberts, Turner and Truskoski; Superintendent Hopkins, Assistant Superintendent Dinkelman and Director Gilchrist are also present along with student representative Elise Zahrt.
- D. Motion by Member Courtade supported by Member LaBotz to approve the agenda. Motion approved 7 - 0.

CALL TO ORDER

MOMENT OF  
SILENCE

ROLL CALL

APPROVE AGENDA

**II. Hearings and Correspondence**

- A. Recognition
  - 1. Superintendent Hopkins acknowledged with appreciation the following donations:
    - a. Clothing, school supplies and snacks donated to Central Elementary by the Bauer family, Tabitha Dittenber, Mr. & Mrs. Kirk and Sarah Mosher-Byer.
    - b. School supplies donated to Alpine Elementary by Kids Hope Mentors of Faith United Church and Steelcase.
- B. Correspondence - None
- C. Board District Communication - Members reported on various district events in which they participated during the past couple of weeks.

RECOGNITION

CORRESPONDENCE

BOE  
COMMUNICATION

**III. Information Item**

- A. Zinser Elementary Spotlight by Principal Willick
  - 1. Principal Willick introduced the student council members that will be helping with the spotlight and the new Zinser Elementary staff members.
  - 2. Zinser is very proud of alum Elise Zahrt on her participation as the student representative on the board of education.
  - 3. Good news was shared by a student council member including the buddy classrooms program, which was on hold during the time when COVID 19 restrictions were in place.
  - 4. Principal Willick shared details about math support, changes in M-Step scores along with information about the different strategies used with Bridges Math. Student council members shared some of the changes have made math more fun for students. Board members were provided a math problem to solve. Member Hart and Superintendent Hopkins shared the different ways they came to find their answers. Principal Willick indicated the benefit of options Bridges offers and the multiple ways to solve problems available to students today.

ZINSER'S SPOTLIGHT

5. Principal Willick played a video of one of Mrs. Noble's students who was able to provide details about the experiment the class is currently working on about magnets and electricity.
  6. One of the many great points of pride for our elementary schools is that we have STEM and Spanish at the elementary level. A video was shared with details about what is happening in STEM classes at Zinser.
- B. Student Representative Elise Zahrt's Report
1. At the high school, all student acceptance letters to colleges are posted at the high school.
  2. Discussions and planning have begun for a college and career fair, which will be hosted at the high school. The date for the fair is yet to be finalized.
- C. FY 2022 Audit Presentation by Sherrie Blankenship of Maner Costerisan
1. Director Gilchrist introduced Sherrie Blankenship from Maner Costerisan PC to present our FY 2022 financial audit report. The District received an unmodified opinion, which is the highest opinion an auditor can give.
  2. The report has been submitted and is available for the public to review on the khps.org website under the transparency report. New for 2022 were several funding sources specifically for COVID related items. The district increased the general fund balance to \$4.7 million, making the fund equity balance 11%.
  3. An action plan was required in the FY 2021 audit indicating what steps would need to take place for material weakness not to occur in the future. The finding from the previous year continues again this year for a material weakness with the year-end closing process. Director Gilchrist indicated a plan has been put in place to resolve this issue.
  4. The food service fund balance is above the state maximum, which will require the district to submit a plan to spend down the fund balance. Director Gilchrist noted that much of the food service fund balance will be used in conjunction with bond funds to replace food service equipment and construction of the middle school kitchen and cafeteria.
- D. Office of Teaching and Learning
1. Public Act 144 of 2022 - Section 98c - Learning Loss
    - a. Assistant Superintendent Dinkelman provided an overview of this categorical funding source to help with learning loss due to the COVID pandemic. The District Plan must be posted by October 30, 2023. The grant application is due by November 30, 2023. It is anticipated allocations will be awarded by January 1, 2023 with funds to be spent by June 30, 2023. A report must be submitted to the state by July 15, 2023.
    - b. Board members discussed the plan that was presented and requested more information related to components of the plan, including data that School Improvement Teams utilized to determine needs and how the strategies would be measured.
    - c. Superintendent Hopkins noted additional information would be provided with no action required by the board of education to make application.

STUDENT REP  
REPORT

FY 2022 AUDIT

TEACHING &  
LEARNING

**IV. Public Comment - two attendees provided comments.**

*The purpose of this meeting is to conduct Board of Education business. There will typically be no attempt to comment or give answers at this meeting. Audience members who wish to make comments are invited to complete the appropriate form located at the entrance. Each speaker has a maximum of three (3) minutes to address the board. Inquiries requiring a response will be referred to the superintendent in the cases where contact information is provided. We ask all individuals making public comments to follow our board policy. Any person in violation of the policy for disruptive conduct will be asked to leave. Any threats or suggestions of violence will be turned over to law enforcement.*

**V. Action Items**

- A. Motion by Member Roberts supported by Member Gustinis to approve the October 10, 2022 Committee of the Whole Meeting Minutes. Motion approved 7 - 0.
- B. Motion by Member LaBotz supported by Member Courtade to approve the 2021-2022 Audit Report as prepared and presented by Maner Costerison, PC as described in Report #22-050. Motion

**VI. Future Items for Consideration**

- A. Future Meetings
  - 1. 11/14/22 6:00 pm Committee of the Whole Meeting - Administration Building
  - 2. 11/28/22 7:00 pm Regular Board of Education Meeting - High School
  - 3. 12/05/22 6:00 pm Special Meeting, Superintendent Evaluation - Administration Building
  - 4. 12/12/22 7:00 pm Regular Board of Education Meeting - Middle School
- B. Go-Around

**VII. Adjournment**

- A. Seeing no additional agenda items, President Hart adjourned the meeting at 9:23 p.m.

Respectfully submitted,

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Danielle Roberts, Secretary

PUBLIC COMMENT

ACTION ITEMS

10/10/22 MINUTES

FY 2022 AUDIT  
Report #22-050

FUTURE MEETINGS

ADJOURNMENT