



Board of Education Work Session Minutes

DATE: Monday, September 14, 2015

TIME: 7:00 p.m.

PLACE: Judith L. Wilcox Professional Learning Center – Ross Park

I. Call to Order/Welcome:

President Kay Olthoff called the Work Session meeting to order at 7:01 p.m. The following members of the board were present: Kandace Boysen, Christine Burnaw, Jeanne Cooper-Kuiper, Mike Hansen, Jay Keessen, and Stan Miller. Absent: None

II. Approval of Agenda:

Kandace Boysen moved and Jeanne Cooper-Kuiper supported the motion to approve the agenda as presented. Passed (7-0). Absent: None

III. Superintendent Report(s):

A. Spotlight – Campbell

Andy Hogston introduced Greg Smith, the new Student Support Specialist.

Sue McAvoy introduced the new Middle School Assistant Principal, Jacob Manning and his family.

B. Enrollment Status

Greg Helmer presented current student enrollment numbers and was available for questions. He also thanked all staff involved in the enrollment process for all their hard work and dedication.

C. Technology Rollout

Greg Helmer thanked all staff involved in preparing the technology for the start of the school year.

D. MASA Conference

Greg Helmer will be attending the MASA Conference next week and has set up a meeting with the State Superintendent.

IV. Public Comments:

- A. Reeta Chandler
1303 Forest Park Road, Norton Shores, MI 49441

Rita is a concerned citizen. She would like the district to entertain a program for promoting student mental health and awareness. She brought to the attention of the board a free program offered by Health West.

- B. Chaunel Phillips – Parent
3060 Maple Grove Road Apt. 227, Norton Shores, MI 49441

Ms. Phillips expressed her concern to the board regarding the enrollment status of her children in Mona Shores Public Schools.

- C. Ranesha Harmon – Advocate for Ms. Phillips

Ms. Harmon expressed her concern to the board that the enrollment status of Ms. Phillips children may have been affected by reaching out to the district for help with the children.

V. Consent Agenda Action Items:

- A. Minutes of the August 10th Combined, August 12th Planning, and August 13th Special Session Meetings require revisions.

- B. Business

Robert Jonker presented the monthly financial reports and was available for questions.

- C. Personnel

Sue McAvoy presented the personnel report and was available for questions.

VI. Separate Action Items:

- A. MASB 2015 Delegate Assembly – Certification of Delegates

Jeanne Cooper-Kuiper moved and Mike Hansen supported the motion to approve the delegate certification for Kandace Boysen and Christine Burnaw with Kay Olthoff as an alternate. Passed (7-0) Absent: None

- B. Administrative Guidelines for Board Policy 3131

Kandace Boysen moved and Stan Miller supported the motion to approve the Administrative Guidelines for Board Policy 3131 as presented. Passed (7-0) Absent: None

VII. Other Business:

A. Board Policy Updates – 1st Reading

Board Policy Updates have been provided to the members of the board for review.

B. Graduation Alliance

Bill O'Brien provided an update on the Graduation Alliance.

C. Student Representatives for the Board of Education

Kandace Boysen suggested that a committee be formed to create a process for implementing Student Representatives for the Board. Christine Burnaw, Jay Keessen, and Kandace Boysen volunteered to be a part of that committee.

D. FOIA Requests & Appeals Status

Sue McAvoy provided the Board with an update.

E. Packet for Board Candidates

Kandace Boysen recommended the formation of a committee to create a packet for board candidates and/or new board members.

F. Honored the loss of 2 veteran Mona Shores Teachers – Don Fit & Roy Burch

G. Update on Bond Oversight Committee

Greg Helmer has been asked to form a Bond Oversight Committee. Jay Keessen will serve as the Board representative.

H. PTO Finance Policy

The Board has asked Sue McAvoy to work on preparing a policy outlining PTO Finance guidelines/requirements.

I. Student Survey Service Provider

Stan Miller has researched student survey service providers. He has concluded that there is one fit for the district. The board will need to determine if they would like to proceed.

J. Kindergarten Bussing – Parent Email


K. District Parent Email Policy

Jay Keessen opened discussion regarding the frequency of emails from the district to parents and asked if there is a policy in place.

VIII. Adjournment:

Jeanne Cooper-Kuiper moved supported by Jay Keessen to adjourn meeting at 8:03 p.m.
Passed (7-0). Absent: None

Respectfully Submitted,



Jeanne Cooper-Kuiper
Secretary, Mona Shores Board of Education