

KELLOGGSVILLE BOARD OF EDUCATION
Regular Meeting – May 23, 2022
Report No. 21-153

CONSENT AGENDA

MINUTES OF MEETING

Regular Meeting – May 09, 2022

ROLL CALL

Present: Mrs. Groters, Mrs. Reidzans, Mrs. Ward, Mr. Marihugh, Ms. Sellers, Ms. Townsend

Absent: Mrs. Tanis

Also present: Samuel L. Wright, Superintendent

Eric Alcorn, Director of Human Services

Jeff Owen, Director of Instruction

MEETING CALLED TO ORDER

Vice President Ward called the meeting to order at 6:01 P.M.

PLEDGE OF ALLEGIANCE

The Board and Visitors recited the Pledge of Allegiance.

NEXT REGULARLY SCHEDULED MEETINGS

The next regularly scheduled board meetings will be held:

May 23, 2022 @ 6:00 p.m. Board of Education Center

June 13, 2022 @ 5:30 p.m. Board of Education Center

June 27, 2022 @ 5:30 p.m. Board of Education Center

July 25, 2022 @ 5:30 p.m. Board of Education Center

COMMUNICATIONS - None

VISITORS

Vice President Ward welcomed visitors.

SEAL OF BILITERACY RECOGNITION

Mr. Owen shared that the Seal of Biliteracy is awarded to high school students that show proficiency in two languages, passing the KHS ELA courses, which satisfies the English requirement, and then they must receive a score of “*High Intermediate*” on a MDE approved language assessment. He credited KHS teacher, Ms. Berlanga, for her efforts and encouragement in helping the students attain this goal. The following students were recognized and congratulated by the Board:

Anh Hoang Ivon Sosa-Aragon

REPORT OF THE SUPERINTENDENT

Consent Agenda

It was moved by Ms. Sellers, seconded by Mrs. Groters, to approve Consent Agenda items 21-141, 21-142, 21-143 and 21-144.

21-141 Approval of Regular Meeting Minutes from 04/25/22

21-142 Approval of Personnel Report

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21-143 Approval of KISD Budget Resolution
21-144 Approval of KHS/KVS/54th Street Graduation Lists
Yeas: 6 Nays: 0 MOTION CARRIED

ACTION

A. Approval of Summer School Program

It was moved by Mrs. Reidzans, seconded by Ms. Townsend to approve the Summer School Program as presented.

Yeas: 6 Nays: 0 MOTION CARRIED

PROPOSAL - None

INFORMATION & REPORTS

A. Senior Walk/Picnic

Mr. Alston summarized the list of activities for the Class of 2022 seniors' last day, which is Thursday, 12 May 2022. Events for the day include a senior walk in the high school, senior movie, then on to the traditional walking of the halls at other district buildings, concluding with a picnic at Veterans Park. Commencement is scheduled at Kentwood Community church on Thursday, 19 2022 @ 7:00 PM.

B. Board of Education Goal "A"

The Board of Education Goal "A" Committee (J. Owen – Chair, Townsend, Marihugh, Sellers, Hand, Ball, Morrow, and Patin), shared an update on their goal progress:

Board Goal #1

Monitor the mental health supports in 2020-21 (SEL Curriculum, Be Nice Program, PBIS/PSC, Restorative Practices, School Counselors, School Nurse) by using assessment data from student screeners in January and June as well as information from staff to evaluate our progress in supporting students, staff, and families' mental health.

Desired Results: Ensure resources are available to support the school community in cultivating a safe and positive school climate, developing healthy relationships, and addressing mental health concerns.

Instruction Goal #5

Monitor the implementation of SEL curriculum K-12.

Desired Results: Ensure that SEL supports are meeting the needs of students.

Community Goal #6

Create a community and staff focused webpage to provide Health and Wellness resources, along with a newsletter, for our community.

Desires Results: Educate the community on current health issues and general wellness.

Mr. Owen shared that for BOE Goal “A”, the committee continues to review and assess current mental health practices and that initiatives such as Be Nice Wednesdays, PBIS/PSC and Restorative Practices are being used on a regular basis. He reported that the District Team meets once per month to monitor and plan activities and they are looking to jumpstart programs for the fall. The District’s Counselors, Social Workers, and Mental Health Clinicians continue to work hard to meet the needs of our students and terms are being finalized to renew three (3) Clinicians for the 2022-23 school year. In the fall, elementary teachers screened students using the Universal Screener DESSA instrument and based on results, small intervention groups were created to address specific social and emotional needs. Students will be screened again during the last three (3) weeks of school and the results will be used to determine the impact of SEL programs and small group interventions and results will be shared with the Board in June. At the middle school level, the TRAILS screener instrument was given earlier this year and student needs were addressed immediately. Monitoring the implementation of SEL curriculum K-12, as addressed in Instruction Goal #5, includes Second Step curriculum at the elementary and middle school levels. At KHS/54th Street, he shared that the Governor’s budget proposal calls for significant funding for the SEL curriculum program, TRAILS, adding that a direction will be determined once the details of the budget are finalized. Lastly, for Goal #6, a copy of the most recent Health & Wellness newsletter was presented with highlights that included spring updates on mental health, community resources and services, and tips and suggestions for the entire school community. The newsletter is available on the district website and is translated in both English and Spanish. Mr. Owen shared that the committee recommends that the initiatives currently in place continue as district goals for cultivating a safe and positive school climate that best meets the needs of our students.

C. BOE Committee Goal “D”

The Board Goal “D” Committee (E. Alcorn – Chair, Ward, M .Groters, Reidzans, Alston, Stevens, and Sherman), shared an update on their goal progress:

Board Goal #2

Continue development of the diversity, equity and inclusion programs being offered across curriculum and building visuals throughout the district using the data from the 2021 district survey.

Desired Results: Provide a district where students and adults are welcomed and supported; where their faces, voices, and experiences are reflected and valued, where the uniqueness of everyone is honored.

Human Resource #2

Provide and expand opportunities for staff development in the area of diversity, equity and inclusion.

Desired Results: Heighten all staff awareness in the areas of diversity, equity and inclusion.

Mr. Alcorn shared that the committee has been successful in accomplishing BOE Goal #2. Some of the initiatives that have been completed include the development of a district-wide DEI committee made up for teachers, support staff, administrators, board members and students. District-wide professional development opportunities include a focus on awareness, diversity, implicit bias, student/staff panels and book studies that are currently underway and that a new book study will be starting the end of June. In addition, DEI SafeSchools modules which will be added to staff training for the 2022-23 school year. The committee has also reviewed various data points, making the following conclusions; 1) all students have equitable access to advanced classes in middle school and high school, 2) African American students scored lower across the board in grades 3-7 in reading and math, and 3) African American received more suspensions than other racial groups. With information from that data and the survey results from last year, the committee created areas of focus that include; professional development, hiring practices, discipline, district equity statement, district publications/displays, and curriculum. In the area of human resources, language has been added to job postings that promote diversity and equity and language of student handbooks and discipline rubrics are under review, to remove ambiguity and add DEI descriptions where possible. In the area of curriculum and professional development, DEI resources have been developed for incorporation into building staff meetings and review of potential training materials and a timeline are still underway. K-12 curriculum materials are also being reviewed with the possibility of adding new curriculum that addresses ongoing DEI concerns. Lastly, the committee is continuing their work on developing the district's DEI statement and reviewing district displays, both of which are also currently still under review. Mr. Alcorn concluded his report by adding that while many accomplishments on this goal have taken place, work is still ongoing in some areas.

D. Human Resources Goal Committee

The Human Resources Goal Committee (E. Alcorn – Chair, Sellers, Marihugh, Alston, Palmitier, Ricketson, Pate, Sherman, and Schmier), shared an update on their goal progress:

Human Resources Goal #1

Update the evaluation system for all support staff labor groups.

Desired Results: Provide a clear and concise evaluation system.

Human Resources Goal #2

Provide and expand opportunities for staff development in the area of diversity, equity and inclusion.

Desired Results: Heighten all staff awareness in the area of diversity, equity and inclusion.

Human Resources Goal #3

Investigate platforms to promote the district's job vacancies.

Desired Results: Expand the outreach of job openings to enhance the district's probationary staff.

Human Resources Goal #4

Continue to review and monitor the employee mentor program established for all new and probationary staff.

Desired Results: 1) Create a mentor/mentee handbook that demonstrates expectations and guidelines for their partnership (i.e. frequency of meetings, etc.); 2) Create a FAQ at the end of the handbook for new staff (i.e. how to ask when questions arise and/or when).

Mr. Alcorn shared that for HR Goal #1, the committee has completed an evaluation system that is unique and specific to each support staff group; Auxiliary, KESSA, and Secretarial positions. He shared a sample of the rubric and evaluation form which are broken into domains that identify professional expectations that employees will better understand. The administrative team has reviewed the documents and Southeast Elementary will pilot the new system which will be implemented next year, pending Board approval. To accomplish HR Goal #2, he referenced the professional development and book studies that have been taking place on the topic of DEI and four areas that the committee is currently reviewing. 1.) Hiring process – adding DEI language to job postings; 2.) Discipline – review of behavior descriptions to remove ambiguity and add DEI descriptors where possible; 3.) Curriculum – review and add curriculum that addresses DEI concerns; 4.) Staff Development – review and create a timeline for staff meeting trainings. For HR Goal #3, besides posting of job vacancies on the Kent ISD Consortium/Frontline Education, vacancies for non-certified positions will continue to be posted on Facebook, which has shown to be very successful and postcards used at district-wide events have also shown immediate feedback. Certified job postings are posted on LinkedIn and the Handshake platform is still being reviewed to send vacancy searches to colleges and universities, host virtual job fairs, and conduct interviews. Lastly, for HR Goal #4, he shared the draft copy of a Mentor/Mentee Handbook that the committee created that includes a checklist of frequently asked questions and important information items for new teaching staff. The committee and building administrators are currently reviewing the document for final release next year, pending Board approval.

E. Instruction Goals Committee

The Instruction Goals Committee (Owen – Chair, Ward, M. Groters, Reidzans, Schilthuis, Travis, Farkas, Stevens, Caterino, Morrow, Patin), shared an update on their goal progress:

Instruction Goal #1

Review and evaluate K-12 Language Arts data, curriculum and resources.

Desired Results: 1) Ensure that all students are reaching proficiency in reading and writing; 2) Ensure that materials used are culturally appropriate for all students.

Instruction Goal #2

Review and evaluate K-12 Science data, curriculum and resources.

Desired Results: 1) Ensure that all students are reaching proficiency in science; 2) Ensure that materials used are culturally appropriate for all students.

Instruction Goal #3

Review and evaluate K-12 Social Studies data, curriculum and resources.

*Desired Results: 1) Ensure that all students are reaching proficiency in Social Studies;
2) Ensure that materials used are culturally appropriate for all students.*

Instruction Goal #4

Analyze the process used to select students for advanced placement classes in the middle school and high school.

Desired Results: Ensure that students from all backgrounds have opportunities for advanced placement.

Instruction Goal #6

Develop and enhance the Broadcast Journalism Programs at the secondary level.

Desired Results: Provide students with the opportunity to participate in the field of broadcasting and journalism.

Instruction Goal #7

Monitor virtual instruction by evaluating the platforms being used during the 2021-22 school year by Kelloggsville Virtual School.

Desired Results: Provide virtual learners with the education necessary to be successful.

Board of Education Goal #5

Monitor and promote the Kelloggsville Virtual School program.

Desired Results: Ensure that virtual learners are provided with the education necessary to be successful while promoting and expanding the opportunities of the program for the future.

Instruction Goal #8

Evaluate the effectiveness of our benchmark assessments (NWEA) as well as investigating other assessment options both at the district and building level.

Desired Results: Ensure that assessments used meet the needs of the district to measure student growth and drive instruction.

Combining the report for Instruction Goals #1 - #3, Mr. Owen summarized curriculum material updates for K-12 in the areas of ELA, Math, Science and Social Studies. At the elementary level, teachers have been using parts of the new Bookworms program in the classroom this year. Remaining portions of the program will be purchased soon, for a full-scale implementation next school year. For the 2022-23 school year, Math Expressions will be used by K-2nd grade teachers and 3rd – 5th will use Envision Math for alignment to the middle school. Studies Weekly Subscriptions and Mystery Science are also the curriculum resources used by elementary staff.

At the Middle School, in mid-May, the ELA department will make a decision on what series they will pilot for the 2022-23 school year. Envision Math was adopted this year and the department is looking for one more resource to provide students with practice opportunities for basic math calculations. For Science, OpenSciEd resources and consumable/non-consumable materials have been purchased and social studies textbooks with digital access have been purchased for 6th and 8th graders, with 7th grade text using digital only. KHS and 54th Street are in the process of looking at different sources of materials for ELA, most likely piloting a series in 2022-23. Additional work will need to be completed over the summer to reach a final decision. Additional math textbooks will be purchased for the high school and new texts for 54th Street. For science, SAVVAS materials will be purchased and curriculum materials are still under review for social studies. As a follow-up to his previous updates on Instruction Goal #4, Mr. Owen shared that based on the enrollment (by race) in advanced classes, the process currently in place to identify students does not appear to be unfair or be selective based on race. Moving forward, the committee recommends continuing the promotion of all opportunities for advanced placement classes to parents and students. For Instruction Goal #4, he reported that the K-5 SEL Second Step program is going well. Counselors are teaching the lessons, with classroom teachers incorporating follow-up activities and at KMS, the PRIDE teachers are showing the lessons to their students. An effective resource for 9th-12th graders is still under review, including details on instruction and implementation, adding that indications are that the MDE may fund a program called T.R.A.I.L.S. which is currently an option that will be researched. Instruction Goal #6 continues to progress with the purchase of new computers, recording equipment, associated hardware and a software management system for the broadcasting programs at the secondary level. Ten (10) computers were recently installed at KMS that have the capability to run the programs that include activities such as public service announcements, book-reading recordings, and a movie trailer created by students. The computers purchased for the high school program will be installed later this week and the new design for the STEM building includes a dedicated space for the program including a “green” room and recording room. As part of Instructional Goal #7 and BOE Goal #5, monitoring of the KVS instructional platforms that are currently in place at the elementary level currently underway are reported to be successfully providing programs that fit the needs of the students. At the middle school level, APEX courses for the most part are satisfactory however, math seems very difficult for students so the recommendation is to move some higher-level electives to high school and add a different computer course offering for students. Current programming at the high school is also meeting the needs of students with the recommendation to add more supplements for our students in math to help them complete the rigor. APEX will continue to teach the English courses with the switch to novels being taught to reflect a more diverse background in authors. In addition, more electives will be added for those that are finished with the majority of their required coursework. He reported on some changes and additions that will be implemented for the 2022-23 school year in the categories of instruction, courses, and extras, including intramural opportunities, additional electives, in-person options, athletics, school plays, and a variety of other clubs and activities. He also reported on the aggressive KVS marketing plan, both to current KVS students, resident students, and to other surrounding districts. KVS recently participated in K Round-Up, postcards have been sent to homeschool families, new families, and others interested in this opportunity. And, from April 11-16, a Facebook ad reached 34,654 people with 341 clicks.

Collaboration districts for the 2022-23 school year will now include Godfrey Lee, Shelby, Hudsonville, and Grandville. Lastly, for Instruction Goal #8, a committee has been reviewing presentations from three (3) other approved benchmark assessments besides NWEA and are working through researching the pros and cons of each to determine if there is a better assessment that measures student growth to drive instruction. He noted that there have been many features added to NWEA that may lead to a decision of staying with the company. A meeting is scheduled with the company representative to review these features which will help with the decision making process to ensure that the assessment being used will best measure student growth.

F. Operations Goal Committee

The Operations Goal Committee (Hoorn – Chair, Tanis, Skinner, Johnson, Nickelson, Jansen, Duesendang), shared an update on their goal progress:

Operations Goal #2

Improve and update the high school auditorium lighting system.

Desired Results: Replace and update lighting that is more efficient and fits the needs of the district.

Operations Goal #3

Improve safety and security of Southeast Elementary through improved camera coverage.

Desired Results: Provide safe and secure entrances and hallways at all district buildings.

Operations Goal #4

Finalize the opening of Central Kelloggsville Elementary.

Desired Results: Ensure that projects within the scope of the construction plan are on schedule and successfully progressing towards completion.

Operations Goal #5

Begin the demolition process of East Elementary and complete the construction at the new sports complex and concession stand/plaza area.

Desired Results: Ensure that projects within the scope of the construction plan are on schedule and successfully progressing towards completion.

Operations Goal #7

Evaluate implementing a consistent video system on all buses for more efficient tracking.

Desired Results: Have a consistent video system on all buses for more efficient tracking.

Mr. Hoorn shared that for Goal #2, a quote has been solicited from a lighting company vendor on the theatrical lighting in the high school auditorium, based on what the needs are and intended use. The quote given reflected a total overhaul of the system at a cost of \$149,035. It was determined that additional quotes are going to be investigated and that modular upgrades may be a better option to be completed in stages to spread costs. This goal will continue for the 2022-23 school year.

For Goal #3, design development meetings with the District's architect and construction management firms are currently underway to include safe and secure entrances at identified buildings as part of the upcoming bond project. Final cost and designs are still in the process. For Operations Goal #4, the construction of Central Elementary was completed, staff and students moved in at the end of October and the scope of the project has now shifted to the new sports complex. Demolition of East Elementary was completed and designated equipment was either salvaged, removed, or demoed with the building and the abatement process was successfully completed. Now that the building is off from the site, the new baseball field is underway and the new plaza area will follow with the project continuing for the duration of the summer months, with completion in August. Lastly, newly purchased bus video systems were installed and are currently in use to complete Operations Goal #7.

G. Community Goals Committee

The Community Goals Committee (C. Groters – Chair, Townsend, E. Scott, Ball, Blok, Linker, Roscoe, Muhammad, and Hand), shared an update on their goal progress:

Community Goal #1

Re-establish the Community Coalition and Division Avenue partnership.

Desired Results: Enhance and showcase community involvement.

Community Goal #2

Partner with local health officials to provide a vaccine clinic for the Kelloggsville community.

Desired Results: Provide wellness opportunities to our community.

Community Goal #3

Continue to promote and market the district, using various media platforms, while investigating additional options.

Desired Results: Continue to communicate and showcase the district and create an atmosphere of pride within the KPS community.

Community Goal #4

Develop a list of area realtors to educate them on what Kelloggsville has to offer.

Desired Results: Develop and foster a positive relationship with the local realtor community to share and discuss KPS points of pride in an effort to attract new families to the community.

Community Goal #5

Build and expand partnerships with local businesses to provide more options to our students in the school-to-work program.

Desired Results: Continue to build and expand the school-to-work program.

Community Goal #6/BOE Goal "A"

Create a community and staff focused webpage to provide Health and Wellness resources, along with a newsletter, for our community.

Desires Results: Educate the community on current health issues and general wellness.

For Community Goal #1, Ms. C. Groters shared that a community coalition meeting took place on April 20th with a second meeting to take place in June. She shared a newsletter that included information presented at the first meeting that contained district information, current events, meeting minutes, and updates from area businesses and organizations. In addition, Kelloggsville will plan to rejoin the Division Ave Business Association and start to attend those meetings once they start back up. To accomplish Goal #2, an in-house flu vaccination clinic was held in the fall with a fair amount of staff utilizing this opportunity and continuous updates were shared with the community on KCHD COVID vaccination clinics through the district's social media platforms. For Community Goal #3, she provided statistics on the number of social media followers and page likes from Facebook (3,500) and Instagram (677) and shared that additional platforms such as LinkedIn and Handshake are being utilized to promote human resource opportunities, resulting in some recent hires. In addition, district-wide events and fundraisers are being posted as Facebook events and are showing good feedback as a result. Community Goal #4 is progressing as the committee has developed a list of realtors who are in-district and/or have close relationships with the district to flesh out a mutually beneficial partnership. They plan to invite and include these realtors to the next Community Coalition meeting to show them what is happening in our district and community.

Lastly, in an effort to build and expand partnerships for the School to Work program, as identified in Community Goal #5, an invitation has been extended to include them with the Community Coalition meetings. In addition, Lumberman's has created a new program where students can work in multiple departments to see how the company operates instead of focusing on just one aspect. Lastly, for Community Goal #6 BOE Goal "A", a webpage is now located on the district site that our mental health clinicians, nurses, and other district wellness staff can use to share out information to our community, along with quarterly newsletters, like the most recent version, created to share tips and topics on the areas of general health and wellness.

OTHER MATTERS - None

INTRODUCTION OF MATTERS BY BOARD MEMBERS

- Ms. Sellers – thanked everyone for the hard work put in to all of this year's goals committees, resulting in many accomplishments. She attended the Rocket 11 event at KHS and shared how awesome it was and the outstanding job by everyone involved. She also shared that she is looking forward to graduation and the nice weather we are having;
- Mrs. Groters – nothing;
- Mr. Marihugh – nothing;
- Mrs. Reidzans – shared congratulations to the two (2) students awarded the Seal of Biliteracy. She also shared information on an article she recently read that identified GR City Middle + High Schools ranking very high in the nation, with their graduation rates reaching 100% proficiency in math and reading. She asked the question, looking at their diverse population, what can we learn from them, what is their secret;
- Ms. Townsend – echoed other members' comments and shared appreciation to all of the staff that worked so hard on the goal committees and their efforts in making our students and district more successful.

She also attended Rocket 11 and very much enjoyed the celebration of students and hopes that this program continues in the future. She also congratulated all of the upcoming graduates for their accomplishments;

- Mrs. Ward – celebrated all of the points of pride that Kelloggsville has to offer. She very much enjoyed the Rocket 11 event, it was very moving to see. She also stated that she considers all of the administration to also be Rocket 11 for their efforts in going above and beyond in everything they do, helping to move our students and district in a good direction with more accomplishments than ever before. She stated that she is very proud and thanked everyone for their hard work and efforts;

ADJOURNMENT

Vice President Ward adjourned the meeting at 6:59 p.m.

Marie Groters, Secretary
Kelloggsville Board of Education

Beth A. Postma
Recorder

VISITORS: Eric Schilthuis, Cassie Groters, Russ Hoorn, Chad Morrow, Jen Sherman, Jim Alston, Beth Taylor, Terri Ricketson, Diana Berlanga, and Rachel Blok.