

KELLOGGSVILLE BOARD OF EDUCATION  
Regular Meeting – April 24, 2023  
Report No. 22-133

CONSENT AGENDA

MINUTES OF  
MEETING

Regular Meeting – March 27, 2023

ROLL CALL

Present: Mrs. Groters, Ms. Rocha, Ms. Sellers, Mrs. Reidzans,  
Mrs. Tanis, Ms. Townsend and Mrs. Ward  
Also present: Jim Alston, Superintendent  
Jeff Owen, Director of Instruction  
Eric Alcorn, Assistant Superintendent  
Ngoc Dinh, Student Board Representative

MEETING CALLED TO ORDER

President Tanis called the meeting to order at 6:00 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:

April 24, 2023 @ 6:00 p.m. Board of Education Center  
May 08, 2023 @ 6:00 p.m. Board of Education Center  
May 22, 2023 @ 6:00 p.m. Board of Education Center  
June 12, 2023 @ 5:30 p.m. KHS Common Learning Area

COMMUNICATIONS - None

VISITORS

President Tanis welcomed visitors.

KDL UPDATE

Representatives from KDL; Sheri Gilreath-Watts, Lance Werner, and Anjie Gleisner, shared an update on the partnership between KDL and Kelloggsville Public Schools and the many opportunities that are presented as a result of this collaboration. They shared an update on their strategic focus as part of the 3-5 year goal and how they are incorporating those initiatives within the KPS branch and to the students and community of Kelloggsville. They shared appreciation for the support and relationship that this partnership has created, giving some examples of the daily interactions and positive outreach with our students. In turn, Mr. Alston and the Board extended appreciation of the partnership between KPS and KDL.

EMPLOYEE RECOGNITION

Mr. Alcorn highlighted employees who were recognized as going above and beyond in their service and dedication to the students of Kelloggsville Public Schools. Each staff

member will receive a \$100 Amazon Gift Card and Certificate of Recognition from the Board of Education;

*Support Staff: Toni Hunt – Food Service  
Elementary: Jordyn Sturgeon, Central Elementary Teacher  
Secondary: Todd Coon, KHS Teacher*

## REPORT OF THE SUPERINTENDENT

### Consent Agenda

It was moved by Mrs. Ward, seconded by Ms. Sellers, to approve Consent Agenda items 22-125, 22-126, 22-127, and 22-128.

22-125 Approval of Regular Meeting Minutes from 03/13/23

22-126 Approval of Personnel Report

22-127 Approval of Expenditure Report

General Fund:	\$693,450.81	Food Service:	\$11,912.25
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Child Care:	\$0.00	Capital Projects:	\$45,490.96
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Mrs. Ericka Scott reviewed the expenditures from the General Fund

22-128 Approval of Teacher Tenure List

Yeas: 7 Nays: 0

MOTION CARRIED

ACTION - None

PROPOSAL - None

### Information & Reports

#### A. Report: Non-Homestead Election Update

Mr. Alcorn shared an update with the Board on the District's upcoming Non-Homestead Election which will appear on the May 02, 2023 ballot. He shared a timeline of various types of publications that will be going out to our voting community. This proposal is a renewal of a millage that will expire with the 2023 tax levy and an addition of millage that will only be levied to restore the millage lost as a result of the Headlee rollbacks. Principal residences are except from this millage and funds will be used to help support the day-to-day operations of our schools.

#### B. Report: Construction Project Update

Mr. Alcorn presented a list that summarized the construction projects taking place over the summer, beginning with the new STEM addition at the High School that will begin in April, with an expected completion date of December 2023. Secured entrances and main office updates at 54<sup>th</sup> Street Academy and KECLC will start the first part of June with an August completion date so buildings are ready for the start of the 2023-24 school year. In addition, the gym floor at 54<sup>th</sup> Street Academy will be replaced. A new media center, secured entrance, and main office/teacher lounge updates will also begin once school ends in June, along with a secured entrance and upgrades to some of the areas at the Administration office, both to be completed by mid-August.

He shared that the Administration office will temporarily move to a satellite location for the duration of the summer (KHS) and the community will receive communication of the new location to avoid any disruption of service. Lastly, HVAC upgrades will continue throughout the summer at KMS and new lockers will be installed before students return for the 2023-24 school year.

C. Report: BOE Goals Committee – Section A

The BOE Goals – Section A (J. Owen – Chair, Townsend, Ward, Sellers, Hand, Morrow, Fountaine), shared an update on their goal progress:

Board Goal #1

*Monitor the mental health supports and initiatives (SEL Curriculum, PBIS/PSC, Restorative Practices, School Counselors, Mental Health Clinicians) by using data gathered from these groups, teams, or programs.*

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

Instruction Goal #2

*Each building will create a school improvement plan that will have measurable academic goals, as well as goals that address the non-academic aspects of student growth and development; DEI, CHAMPS, PBIS, SEL, Restorative Practices, etc.*

*Desired Results: Improve student achievement as well as create a positive student experience in our schools.*

Instruction Goal #5

*Review available resources to implement SEL practices at our high school.*

*Desired Results: Students at this level will have access to regular, aligned instruction to maintain mental health.*

Community Goal #6

*Focus on sharing the mental health programs that exist in the district and programs that are available for our community members.*

*Desired Results: Share with our community the mental health opportunities for students and community members.*

Mr. Owen shared that for BOE Goal #1, buildings continue to use PBIS/PSC and Restorative Practices strategies and tiered fidelity inventories will take place this spring. All buildings will participate in a Climate Survey towards the end of the year and results will be compared to the 2022 survey results. He shared that KPS is participating in a research study with MSU to determine the impact of our RS practices and student/staff have been surveyed concerning the practices currently in place. Second Step SEL programs are implemented for K-8 students and mental health clinicians continue to work with Tier III students. In addition, he shared that two (2) Mental Health Clinicians will be added at the elementary level and one (1) additional Social Worker is scheduled to be added for the 2023-24 school year.

Secondary staff attended training on 01/16/23 at Kent ISD on the topic of Human Trafficking and all staff will receive Blue Envelope Suicide Awareness Training to add awareness on how to respond to a student who may express thoughts of suicide. For Instruction Goal #2, all buildings have created School Improvement Plans, which were shared with the Board earlier in the year and revisions to the plans will take place before the beginning of next school year. Instruction Goal #5 is progressing at the secondary level with KVS implementing TRAILS lessons during their PRIDE Time and research continues to look for ways to incorporate SEL practices at KHS and 54<sup>th</sup> Street. Lastly, for Community Goal #6, the KV Community Health & Wellness – 2nd Edition is available on the KPS website with the next edition coming out in late May or early June! The committee will present their final report on 05/08/23.

D. Report: HR Goals Committee

The HR Goals Committee (E. Acorn – Chair, Sellers, Rocha, Tanis, Palmitier, Ricketson, Gentile, Pate, Lakatos), share an update on their goal progress:

HR Goal #3

*Research and evaluate strategies, including improving substitute fill rates, that will help the district retain employees.*

*Desired Results: Develop and implement policies that will assist the district in retaining employees.*

HR Goal #4

*Review, monitor and develop safety training for staff and students.*

*Desired Results: Ensure the district is a safe place to work and learn.*

HR Goal #5

*Review all labor, discrimination, and health department posters.*

*Desired Results: Ensure that all district buildings will be compliant with current law.*

HR Goal #6

*Review and update employee handbooks from all labor groups.*

*Desired Results: Create employee handbooks that are current and up to date.*

For HR Goal #3, Mr. Alcorn shared that the district has hired permanent daily substitute teachers; five building substitute teachers and two floating subs to help with sub-fill rate issues, including coverage of long-term leaves. He shared substitute fill rates from Red Rover from January-March 2023; 66.65% vs. January-March 2022; 24.26%. For HR Goal #4, a district safety team has been created and meets three times a year to review district and building safety plans to ensure compliance with current laws. The buildings are in the process of reviewing safety plans with staff to ensure all staff have an understanding of procedures and expectations. 10 drills happen annually for each building (5 fire, 3 lockdown, 2 severe weather), all of which are posted on the district website.

In addition, Critical Response Group (CRG) is working to update building maps for each building throughout the district and Secure Education Consultants (SEC) is conducting a security audit this week for each building. They will review where we are and make recommendations for further improvements. To accomplish HR Goal #5, current state and federal poster/postings are under review throughout the district to comply with guidelines and a document has been created to track poster updates and display locations throughout the district. Lastly, for HR Goal #6, each employee group has reviewed their current handbooks and made necessary updates and a subcommittee is finalizing drafts for both the Auxiliary and Administrative Employee groups for final review. The committee will present their final report on 05/08/23.

#### OTHER MATTERS

Mr. Alston congratulated the staff who received Rocket Recognition and thanked them for all they do for our students. He shared that our thoughts are with those involved in the Nashville School shooting that occurred earlier today and he wished everyone a restful and relaxing spring break.

#### STUDENT COMMENTS

- Ngoc Dinh – congratulated those who received Rocket Recognition and thanked them for their hard work;

#### INTRODUCTION OF MATTERS BY BOARD MEMBERS

- Mrs. Ward – commended KDL for their partnership and lobbied that Kville’s KDL Branch would be a great location for the Esports program. She shared appreciation to those receiving Rocket Recognition – it is great to see them highlighted and represents so many others within our staff. She congratulated those retiring and thanked them for all of their years of experience – they have given such a gift to our students. She also shared concern for the increase in gun violence, it is so sad and such a waste, and thanked everyone for all the care and concern that is put into making our school safe. She wished everyone an enjoyable spring break;
- Mrs. Groters – congratulated the Rocket Recognition recipients and enjoys the enthusiasm they put into their jobs. She wished everyone a great spring break with their families and hopes that everyone can recharge and return for a great end of the school year;
- Ms. Sellers – extended congratulations to those awarded Rocket Recognition, adding that everyone works so hard, it is great to see them recognized for their efforts, and she shared appreciation to those retiring at the end of the school year. She shared appreciation for the partnership between KDL and the district and wished everyone a relaxing spring break;
- Ms. Rocha – congratulated the Rocket Recognition recipients for their dedication to our district and students. She shared appreciation for the extra steps taken to make our district safe, for all of the programs offered to our students, and for the partnership between the district and KDL. She wished everyone a great spring break;

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- Mrs. Reidzans – expressed appreciation to those awarded with Rocket Recognition, for going above and beyond in helping our students be successful. Shared that she is glad that PBIS/PSC is making a difference in creating a better school climate for staff and students. She also wished everyone a wonderful and safe spring break;
- Ms. Townsend – acknowledged the care and dedication by those awarded with Rocket Recognition, adding that she thankful for the many staff we have that help to support our students. She congratulated the retirees and thanked them for their many accomplishments over their careers and she shared appreciation for the internal substitutes that have been hired to help cover absences, knowing how important that is. She also wished everyone a great spring break;
- Mrs. Tanis – shared appreciation to Mr. Alcorn and Mr. Owen for seeing the need for our district to add two (2) additional mental health clinicians for the 2023-24 school year, bringing the total to five (5) which is nice for a district our size. She also wished everyone a wonderful spring break, using the time to get recharged and ready to finish the school year;

#### ADJOURNMENT

President Tanis adjourned the meeting at 7:10 p.m.

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Marie Groters, Secretary  
Kelloggsville Board of Education

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Beth A. Postma  
Recorder

VISITORS: Beth Taylor, Kelly Farkas, Sheri Gilreath-Watts, Lance Werner, Anjie Gleisner, Ericka Scott, Janet Dusendang, Cassie Groters, and Terri Ricketson