

BOARD OF EDUCATION COMMITTEE OF THE WHOLE MEETING MINUTES (Proposed)

HOLT PUBLIC SCHOOLS

DIMONDALE AND HOLT, MICHIGAN

ADMINISTRATION BUILDING, 5780 WEST HOLT ROAD, HOLT

Monday, September 11, 2023 - 5:30 P.M.

Present – Amy Dalton, Jennifer Robel, Mark Perry, Jessie Jones, Marisa Anderson, Robert Halgren, Kevin Leonard, David Hornak

Central Office Team Present – Jessica Cotter, Steve Netzel, Erin Quinlan, Mike Dunckel, Christine Lopez

CALL TO ORDER – QUORUM – The meeting was called to order at 5:35 p.m.

CHANGES/ADDITIONS TO THE AGENDA – We are striking item 6.4 SRO Report.

MHSAA HOLT AND MASON COOPERATIVE LACROSSE TEAM AGREEMENT- Dr. Hornak stated that Athletic Director, Chris Bishop had submitted the MHSAA Holt and Mason Cooperative Lacrosse Team Agreement to our office for approval.

Trustee Halgren asked if Mason coaches would be joining the cooperative team staff. If so, he wanted to be sure we also do the appropriate background checks.

Trustee Leonard asked if this would displace any Holt Lacrosse players. Dr. Hornak stated it was unlikely and we have other cooperative teams such as hockey and gymnastics and it has worked out very well.

INTERAGENCY AGREEMENT – HPS AND CHILD AND FAMILY CHARITIES – Kelly Haney, Director of Program Innovations for Child and Family Charities and Molly Sylvestro, Assistant Principal from Holt High School shared highlights from the Expanding, Enhancing Emotional Health (E3) Program from the 22-23 school year and plans for the 23-24 school year. They are required to present to the Board of Education as part of the grant requirement. A copy of the presentation is on file with the official Board meeting materials located in the Superintendent’s Office.

President Dalton asked if the students who were not at the high school had transportation or if they went there. They reserved the evening sessions for students not at the high school. If transportation is an issue, they services were offered via Telehealth.

President Dalton also wanted to know if students 5-21 is dictated by the grant as we may have a kindergartner who is not yet 5. Ms. Haynie responded it is dictated by the grant.

President Dalton wanted to share what a gift this is for our students and it serves such a crucial need. She expressed the Board/Districts true appreciation.

PROPOSALS FOR OVERNIGHT/EXTENDED STUDENT TRIPS

6th Grade Disney Imagination Campus Program at Walt Disney World – Leslie Stewart, Tanya Merritt, Amy Vasilion were on hand to answer questions regarding the proposal for the 6th grade Disney Imagination Campus Program at Walt Disney World trip request. We have taken over 2,000 students over the year. They returned post COVID last year and it went very smoothly. The trip is life changing for many of our kids in a

very positive way. She recently received a message from a student who received a scholarship to attend. She wanted to let her know how much it meant to her. She has received numerous other similar messages.

Mrs. Merritt shared that there is a 6th grade student who was on FB over this past weekend who is making jewelry to help her fundraise for the trip. Seeing the responsibility and the maturity the students are afforded by participating in the trip is heartwarming. It is lifechanging for our students.

Mrs. Vasilion stated she also had a reach out from a past student who, because of the trip, went to Disney for a college experience post high school and it was because of the exposure on the 6th grade trip.

There is an extreme interest in safety first protocol, and they provide training to all who attend. They also hire nighttime security guards to ensure overnight safety.

CENTRAL OFFICE PRESENTATIONS

HR Monthly Report- Dr. Quinlan asked if the Board had any questions regarding the monthly HR report. She stated it was another very busy month in HR. We are recruiting heavily for school maintenance/custodial positions.

HPS and HEA Letter of Agreement (LOA) – Erin Quinlan shared details of the LOA for staff at Elliott and Wilcox pertaining to the extra work with the opening of the two bond schools to accommodate the lack of access to the teacher classrooms.

President Dalton asked if we had any HEA members at Midway who might also be eligible for this? Dr. Quinlan stated they checked, and teachers were not impacted with lack of access to their classrooms.

Trustee Jones asked if there were other staff classifications that were impacted and offered the same accommodations? Dr. Quinlan stated that by contract this is the only bargaining unit where we could not fulfill their contract.

Trustee Robel asked how we are doing on bus drivers? Dr. Quinlan stated we are working on hiring/onboarding. She also asked about the bus mechanic. The posting for the replacement went up today. We are right in the mix as far as pay range. We are contracting with two to fill in. Trustee Robel asked if we had asked if they were interested in the position. Mr. Dunckel stated they are both part-time and not interested in the positions.

Non-Bargaining Job Descriptions/Positions – Dr. Hornak and Erin Quinlan gave an overview of the org. chart and the feedback that he has heard from the Board was to make some changes. The executive leadership team is working on that. They also had stakeholder discussions with went over thinking and discussions behind the changes to the non-bargaining job descriptions and positions for the vacancies left by Heather Findley and Paul Shanks.

He highlighted some proposed changes such as Executive Director of Student Services – currently the Special Education Director. This position under the new structure would be directly reporting to the Superintendent. The number of students eligible for Special Education is exploding post COVID. There is a real need to support the Special Education Department. The next proposed changed was the Director of Student Services. This

position is a blend of two positions we had last year. The Restorative Justice Coordinator position and the Mental Health Director position. There was incongruent reporting structure in this position before and we received that feedback.

Mental Health Coordinator – This is the “do-er” they support Trails, 31N and 504 plans.

So, there is a name change in one position that will now report directly to the Superintendent, a blend of the RJ coordinator and Mental Health Director and then a Mental Health Specialist.

There was a considerable amount of work put into the posting of the Director of Diversity, Equity, and Inclusion by seeking feedback from the DEI Committee, and DEI Coach.

Trustee Perry stated that he felt the salary range for the Specialist at 10 months should be looked at.

The personnel and salary committee met last week to discuss this. Dr. Halgren stated at the meeting he was concerned about finding candidates to fill the positions.

There was an add to have clinical experience under the Mental Health Specialist position.

Trustee Anderson stated she is worried about having so much in the positions that we do not burn people out.

Dr. Hornak stated he hears her and understands. The options would be to approve as presented. Because the one position is already approved, we can post that tomorrow.

Option 2 is to look at a variation of the two positions.

Option 3 is to put it off.

Trustee Robel stated she is ecstatic about moving Melissa Stuard’s position to reporting to the Superintendent. She has concerns about the other two positions. She asked who was supporting Trails currently.

Steve Netzel stated Trails is currently being supported by Curriculum Office staff. Three have picked it up. 31N has been shifted under the Curriculum Office as well and Molly taking the lead on E3.

Trustee Robel asked why the counselors are not involved? Mr. Netzel stated they are involved, but not in the management.

Suicide Risk Protocols are also falling into the Curriculum Office. They are not mental health specialists and are doing all they can procedurally to support the programs/mental health staff and this is what was identified as the real need for the upgraded positions that they put forth. Thus the need for an updated version of the position posting.

Trustee Robel asked with the money we are paying Restorative Practices what are they doing? Mr. Netzel stated they provide RJ Facilitators for us and they are needed.

With the new positions, will we still need Restorative Services? Theoretically we envisioned Paul rolling this out to a point where we will have the buildings trained and will not need Restorative Services.

Trustee Robel wanted it stated in the minutes that the reason the three people left is the overwhelming amount of work and responsibility we have on the positions. That and other reasons.

Trustee Jones asked who the counselors reported to last year? The counselors report to the building principals. There was some oversight with some of their work by the Director position.

President Dalton said there were four positions, and this is four positions. We would like to have more time dedicated to mental health, more time dedicated to special education and more time dedicated to restorative practices. It is too burdensome for the people in the positions. This is not a perfect fix. We need to get real about where we can bulge at the seams and where we cannot. My guess is if we had to triage, we cannot be flexible on Special Education and we cannot be flexible on Mental Health. Dr. Hornak said none of us feel great about the output we are getting from Restorative Services, but they can provide some support. There may be way too much in the positions, but we have real need in Special Education – the numbers are exploding. Can we revisit every few months and see how this is going? Her fear is the one position is going to be absorbed by Restorative Services. Restorative practices is something where we can get creative in the building with the third-party. We cannot just pause until it is perfect.

Dr. Hornak stated that the Executive Director of Student Services would also be at the Board meetings to report each month as a direct report of the Superintendent.

Dr. Halgren stated he feels we need more positions and knows that we are dealing with a budget that would not support that.

Trustee Perry stated he would like to see us pull the contract from Restorative Practices and turn it into another FTE.

Dr. Leonard stated he had concerns about the DDEI position in that they would have too much on the plate for one person with a part-time coach.

Would the DDEI have oversight and evaluation of principals? DEI work is not easy. It requires you to be uncomfortable by holding levels of accountability to those not doing the work. You hire them to change the culture, but there are no consequences to those who do not adhere to policy. If you have no teeth in the position, the position is futile. He would be looking for that in the position.

Dr. Hornak asked Dr. Leonard if he would consider language for the position description that would capture his concerns and share that with him via email. Dr. Leonard said he would do that.

President Dalton asked about the Marzano evaluation model. There are three buckets, observation, student internal and external. Is there a way we can make equity a component under the Marzano and have the DDEI

oversee the one component? If it is one of the three buckets but have a way to adjust the tool. Everyone needs to be on board.

We are not ready to post and we will see if we can adjust Marzano tool to include equity.

Dr. Hornak asked if the Board if they wanted to take up any action in the regular meeting? The Board stated they would vote on the Executive Director of Student Services and pause on the other positions and get a special meeting scheduled after Dr. Hornak and his team take the feedback and reassess for presentation to the Board in a special meeting.

Curriculum Office Update - HPS Chromebook Distribution and Guidance Discussion – Jessica Cotter apologized for the late entry late last week of the request to reallocate \$260,000 in ESSER funds to purchase Chromebooks to create classroom sets for in class use. A copy of the memo outlining the request is on file with the official Board meeting materials located in the Superintendent’s Office.

Trustee Perry asked about the numbers not being filled in on the last column and Mrs. Cotter stated they are doing an assessment and will fill that in once that is complete.

President Dalton stated that with us not sending Chromebooks home that she hopes we will tell teachers to be mindful of the homework assignments since they will not have access to home bound Chromebook resources.

Finance Presentation – Mike Dunckel asked if there were any questions regarding his monthly Finance Report. He then went over the carryover report. A copy of the report is on file with the official Board meeting materials located in the Superintendent’s Office.

OLD BUSINESS – There was no old business.

NEW BUSINESS – There was no new business.

ADJOURNMENT* - IT WAS MOVED by Trustee Halgren and supported by Trustee Perry to adjourn the meeting. Motion carried. The meeting adjourned at 6:59 p.m.

Respectfully submitted,

Jessie Jones, Secretary