



# Kenowa Hills Public Schools

VALUE. SUPPORT. EMPOWER.

**BOARD OF EDUCATION**  
**Special Meeting Preliminary Minutes**  
**Monday, February 5, 2024 at 6:00 pm**  
**Kenowa Hills Administrative Offices**  
**2325 4 Mile Road NW, Grand Rapids MI 49544**

<b>I. Routine and Organizational Business</b>																									
A.	President LaBotz called the Special Meeting to order at 6:03 p.m. at the Administrative Offices, 2325 4 Mile Road NW, Grand Rapids, MI, 49544.	CALL TO ORDER																							
B.	President LaBotz opened the meeting with a moment of silence.	MOMENT OF SILENCE																							
C.	Members Present: Courtade, Gustinis (arrived 6:09 p.m.), Hart (arrived 6:16 p.m.), LaBotz, Roberts, Robinson, and Turner (arrived 6:09 p.m.) were present; Superintendent Hopkins, Assistant Superintendent Dinkelmann, and Director John Gilchrist were also present.	ROLL CALL																							
D.	Motion by Member Courtade supported by Member Roberts to approve the agenda. <b>Motion carries 4-0.</b>	APPROVE AGENDA																							
	<table border="0"> <tr> <td align="center">Y N A</td> <td></td> <td align="center">Y N A</td> <td></td> <td align="center">Y N A</td> <td></td> <td align="center">Y N A</td> </tr> <tr> <td>Courtade.</td> <td align="center">Y _ _</td> <td>Hart</td> <td align="center">_ _ _</td> <td>Roberts</td> <td align="center">Y _ _</td> <td>Turner</td> <td align="center">_ _ _</td> </tr> <tr> <td>Gustinis</td> <td align="center">_ _ _</td> <td>LaBotz</td> <td align="center">Y _ _</td> <td>Robinson</td> <td align="center">Y _ _</td> <td></td> <td></td> </tr> </table>	Y N A		Y N A		Y N A		Y N A	Courtade.	Y _ _	Hart	_ _ _	Roberts	Y _ _	Turner	_ _ _	Gustinis	_ _ _	LaBotz	Y _ _	Robinson	Y _ _			
Y N A		Y N A		Y N A		Y N A																			
Courtade.	Y _ _	Hart	_ _ _	Roberts	Y _ _	Turner	_ _ _																		
Gustinis	_ _ _	LaBotz	Y _ _	Robinson	Y _ _																				
<b>II. Hearings and Correspondence</b>																									
A.	Correspondence - none	CORRESPONDENCE																							
B.	Board Communication - Members reported on various district events in which they participated.	BOE COMMUNICATION																							
<b>III. Information Items</b>																									
A.	Hiring Process and Protocols - Superintendent Hopkins provided an overview of the District's standard operating procedure for hiring and responded to questions from board members. It is recommended an ad-hoc subcommittee be formed to propose the scope of responsibilities associated with a new position that oversees District Human Resources. Treasurer Hart, Trustee Corey, Director Gilchrist and Superintendent Hopkins agreed to serve on this committee.	HIRING PROCESS & PROTOCOLS																							
<b>IV.</b>	<b>Public Comment:</b> One individual provided comment. <i>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.</i>																								
<b>V. Action Items</b>																									
A.	Motion by Member Hart supported by Member Courtade to approve the Consent Agenda. <b>Motion carries 7-0.</b>	CONSENT AGENDA																							
	1. January 22, 2024 Regular Meeting Minutes																								
<b>VI. Future Items for Consideration</b>																									
A.	Future Meetings	FUTURE MEETINGS																							
	1. 02/12/24 6:30 pm Committee of the Whole Meeting - Administration Building																								
	2. 02/26/24 6:30 pm Regular Board of Education Meeting - Alpine Elementary																								
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	3. 03/11/24 6:30 pm Committee of the Whole Meeting - Administration Building																								

	4.	03/25/24 6:30 pm Regular Board of Education Meeting - Early Childhood Center	
	B.	Go Around	GO AROUND
<b>VII.</b>		<b>Adjournment</b>	ADJOURNMENT
	A.	Seeing no additional agenda items, President LaBotz adjourned the meeting at 8:22 p.m.	
		Respectfully submitted,	
		Melissa Courtade, Secretary	