The regular meeting of the School Board of said district was held in the Administrative Offices on the above date. The meeting was called to order by President Bajema at 6:00 p.m.

Members Present: Bajema, Grifhorst, Haidle, Joseph and Thorne

(Thorne present 6:00 – 6:45 pm)
Members Absent: None

Kent ISD Staff Present: Superintendent Caniff, Assistant Superintendents Hagerty, Koehler, Smith, Sullivan, and Recording Secretary Conners; Director Finkel.

Guests Present:

Upon motion of Member Haidle, supported by Member Joseph, it was resolved to approve the minutes from the March 21, 2016 Regular School Board Meeting and the minutes from the Property Transfer Hearing of March 21, 2016.

Ayes: All present
Nays: None

*Motion declared to have carried.*

Upon motion of Member Joseph, supported by Member Grifhorst, it was resolved that the bills from March 1, 2016 through March 31, 2016 be allowed and orders drawn on the Treasurer for the amount summarized in the accounts payable report:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>a. General Education</td>
<td>$6,411,868.24</td>
</tr>
<tr>
<td>b. Special Education</td>
<td>6,660,037.18</td>
</tr>
<tr>
<td>c. Career Technical Education</td>
<td>545,437.52</td>
</tr>
<tr>
<td>d. Cooperative Education</td>
<td>42,496.89</td>
</tr>
<tr>
<td>e. Capital Projects:</td>
<td></td>
</tr>
<tr>
<td>1) General Education</td>
<td>0.00</td>
</tr>
<tr>
<td>2) Special Education</td>
<td>683,443.49</td>
</tr>
<tr>
<td>3) Career Technical Education</td>
<td>2.94</td>
</tr>
<tr>
<td>f. Skutt Scholarship Fund</td>
<td>0.00</td>
</tr>
<tr>
<td>g. Trust and Agency</td>
<td>8,176.86</td>
</tr>
<tr>
<td>h. Internal Service Fund</td>
<td>0.00</td>
</tr>
</tbody>
</table>

**TOTAL** $14,351,463.12

Ayes: Members Haidle, Joseph, Thorne, Grifhorst and Bajema
Nays: None

*Motion declared to have carried.*

Per consensus, the board agreed to move the wide area fiber network bid item on the agenda (item G.5) to immediately after approval of the monthly financial statements/payments and prior to the discussion items on the agenda.
Upon motion of Member Haidle, supported by Member Joseph, it was resolved to approve the bid from Fiber Link Inc. in the amount of $2,872,992.40 with a contingency fund of $145,000 for the Wide Area Network contingent upon successful contract negotiations and approval by USF for funding. Director Finkel stated that this bid is for 119 miles of fiber optics that will connect all twenty Kent County districts. Due to the complexity of this project Plante Moran has been involved in developing the bid specifications per e-rate regulations and in reviewing and vetting the bids received. We received six bids for his project and have met with each vendor for clarification and to compare each option. Fiber Link was the lowest qualified bid that met specifications and provides a 10 gig solution, with lots of growth potential. This is at least twenty times faster than today’s capacity at the four districts we are now connected to. Director Finkel reviewed the many current and future benefits that this project will provide to all twenty districts.

Director Finkel stated that the bidders are aware that we are not signing contracts or moving forward with this project until we know all the funding sources. Currently e-rate funding will cover 60% of the total cost. In the past e-rate dollars could not be used for infrastructure but new rules allow for this expense. This is a private build bid, we would own the system and be responsible for part of the maintenance costs. Once approved, e-rate would provide payment (60% of the cost) up front for the project and for twenty years of maintenance fees. The 10% state match is currently not available since the State of Michigan is not set up with the FCC. With no state dollars, the cost to Kent ISD would be approximately $1.5 million. Assistant Superintendent Hagerty said that he is currently reviewing ways to cover this expense if it would become necessary.

There is currently no cost to the districts for this project. However, Superintendent Caniff stated that this project takes the fiber optic network “to the last telephone pole” in proximity to each local district’s network/server but that local districts would need to make the final decision to tap in and get connected to this resource. Kent ISD would seek to have a consortium bid for internet services county wide, which could result in significant savings for districts. The timelines for this project were reviewed. Once approval is received from the FCC, construction will take approximately 18 months depending on the time it takes to get all appropriate permits. Director Finkel stated that if the grant was turned down by the FCC we would review the proposal and refile for this funding next year.

Ayes: Members Joseph, Thorne, Gritchorst, Haidle and Bajema
Nays: None

Motion declared to have carried.

Discussion Items:

Superintendent Caniff thanked the board for their flexibility and said this discussion time is similar to a work session to review next year’s budget and get an update on current initiatives, which reflect the priorities of the organization.

Assistant Superintendent Hagerty outlined the purpose of the meeting:
– To look ahead to next year with an update on budget, staffing and programs
– To ensure our resources are aligned to our goals
To provide an update on the progress of the initiatives in progress

He reviewed the Kent ISD vision and gave an analysis of the top 10 ISD’s in the state and how Kent ISD compares in different funding categories. These are peers that we benchmark against as we develop our programs and priorities. He noted that we are externally focused and provide many resources to our local districts. Assistant Superintendent Hagerty also reviewed current fund balances of the Prosperity Region 4 ISD’s (the local West Michigan group of 10 ISD’s). A point of pride he noted was that we do not have a large fund balance as we use our resources on initiatives and needs based on input from local superintendents.

Assistant Superintendent Hagerty reviewed the county equalization report. He updated key assumptions as we look towards the 2016-17 budget. Taxable value is reported at 1.75%, while assessed value increased 5.9%. The March budget amendments were not completed this year. Final budget amendments will be completed in June.

Assistant Superintendent Hagerty reviewed the three-year trend analysis of the General Fund. Key changes include adding three early literacy coaches to Kent ISD staff. This supports the KISA third grade reading goal. We have received a state grant for $37,500 per coach ($112,500 total). Kent ISD will budget $180,000 of ISD funds for these positions. Five local districts were chosen to receive literacy coaching based on M-STEP data collected. At the request of local districts adult education programming will transition from Wyoming to Kent ISD. This will be cost neutral to Kent ISD as it is 100% grant funded. Additional districts may join this collaboration effort in upcoming years. Assistant Superintendent Sullivan discussed the transition of classified staff back to a salary schedule. This provides a clear advancement path and equitable schedule similar to other Kent ISD employee groups.

Assistant Superintendent Hagerty reviewed the three-year trend analysis of the Special Education Fund. Assistant Superintendent Smith reviewed the rationale for adding a behavior support specialist position in the Special Education department to work with local districts and parents and to do third party evaluations associated with the ASD program and IEP’s. The creation of this position is driven by local district requests as the need for this service continues to grow and this meets best practice standards per Director VanderPloeg. The Act 18 payout has been increased by 1.75%, the amount of the taxable value increase.

Assistant Superintendent Hagerty reviewed the three-year trend analysis of the CTE Fund. Key changes include adding a sixth IT instructor and a Diagnostic Instructor to KCTC programs. These are student driven changes that would occur only if student enrollment numbers warrant the additional instructors. Current KCTC enrollment numbers are at the highest levels that they have ever been and we continue to evaluate programs and align our resources with market demands. A part time secretary at KCTC was reclassified from a temporary position to a permanent position to help with the additional work load. It is recommended that a Manufacturing Program be added at the Kent Transition Center. The development of a clean manufacturing lab is supported by local businesses and would be a resource for both KTC and KCTC students. Assistant Superintendent Smith commended principal Kiley for his vision to serve the population at KTC and provide programs that help them move into the workforce.
Assistant Superintendent Hagerty reviewed the three-year trend analysis of the Cooperative Education Fund. Assistant Superintendent Smith reviewed the history of the MySchool and SuccessLink programs and current findings from this pilot program. Most of the students in the program are considered at-risk students and credit deficient. MySchool@Kent has assisted 281 students to be able to graduate with their peers at their local districts. He reviewed the current and proposed staffing models for the program. It was discovered that the on-line instructors were under-utilized as students reached out to the face-to-face instructors with questions as they worked through the curriculum. The proposed staffing model moves from eight face-to-face instructors and additional on-line instructors to five face-to-face instructors and three mentors. This model would meet the needs of students and provide significant savings to the program. A permanent salary structure, similar to the GSRP model, would be implemented. Assistant Superintendent Sullivan reviewed this package with the board. The MySchool program is funded by bill backs to the local districts.

Assistant Superintendent Smith reviewed the projected enrollment numbers for 2016-17 for Kent Innovation High. There are currently 297 students enrolled. The revised budget is based on enrollment of 300 students. While our retention of upper grade students has improved, the current enrollment numbers of incoming freshman is low. Possible reasons for this were discussed. We continue to promote this program to local districts and are reviewing options if the current numbers do not improve. Funds from the General fund and CTE fund are currently being used to support this program.

Assistant Superintendent Hagerty reviewed our agreements with Kickstand and Direct Hit and he projected payments of approximately $60,000 that Kent ISD will receive for the upcoming year. He reviewed the data warehouse budget. We currently provide data warehouse services to seven additional ISD’s. Local Kent County districts receive data warehouse services at no charge. Assistant Superintendent Hagerty reviewed the School News Network and the Capital Projects budgets. He reviewed the fund balances in Kent ISD accounts and noted that all Ledgestone condos and the two homes built by KCTC students have been sold and no longer show as inventory on the balance sheet.

A comprehensive Facilities assessment was completed by Owen-Ames-Kimball Co. (OAK) and submitted to the board. OAK commended Kent ISD for the high quality care and maintenance evident throughout the buildings and for Director Peraino’s foresight and planning for future facility needs. Assistant Superintendent Hagerty reviewed with the board key findings in this report. He shared a five-year maintenance plan developed by our facilities department which includes fund allocations for road and roof repairs. A secured entrance will be installed at the Kent Transition Center building. The Mayfield building is now under our oversight and also will require updates and repair. Projects for Mayfield, KEC and Pine Grove are managed through the Center Program Facility committee.

Action Items:

Upon motion of Member Haidle, supported by Member Joseph, it was resolved to combine and approve Recommended Personnel Action Items G.1.a-f.
It was resolved to approve the personnel recommendations regarding resignations and terminations, appointments, new assignments and/or contract adjustments, leaves of absence, and temporary contract employees. A copy of the recommendations is included with the legal minutes of this meeting.

It was resolved to approve the Summer Calendar Recommendations.

It was resolved to approve the creation of adult education positions.

It was resolved to approve the creation of positions for a Manufacturing Program Instructor and for a CTE Specialist at the Kent Transitions Center.

It was resolved to approve the creation of a new instructor position for the HSECA Diagnostic Services Program.

It was resolved to approve the changes to the MySchool@Kent staffing to replace temporary positions with five coach/instructor positions and three mentor/paraeducator positions as permanent staff.

Ayes: Members Grifhorst, Haidle, Joseph and Bajema
Nays: None

Motion declared to have carried.

Upon motion of Member Joseph, supported by Member Grifhorst, it was resolved to approve the payment of Act 18 funds to local districts in the amount of $18,712,393.

Ayes: Members Haidle, Joseph, Grifhorst and Bajema
Nays: None

Motion declared to have carried.

Upon motion of Member Haidle, supported by Member Joseph, it was resolved to approve the Budget Hearing for May 16, 2016, at 5:30 p.m. and the “Notice of Public Hearing” to be published in the Grand Rapids Press.

Ayes: Members Joseph, Grifhorst, Haidle and Bajema
Nays: None

Motion declared to have carried.

Upon motion of Member Grifhorst, supported by Member Joseph, it was resolved to approve the purchase of new and replacement capital outlay items along with technology equipment for the Kent Career Technical Center, the Kent Transition Center, Kent Innovation High School, Early Childhood, the Educational Service Center, the Facilities Office and Regional Satellite Programs in the amount of $390,831.04.

Ayes: Members Grifhorst, Haidle, Joseph and Bajema
Nays: None

Motion declared to have carried.
Member Haidle shared an Education Week article on principal burn out and a New York Times article on good CTE programs and moving students from High School into Careers.

Superintendent Caniff shared news that Member Grifhorst will be stepping off the Board within the next two months due to new time commitments acquired with his appointment to the Tallmadge Township Board. Member Grifhorst explained that his precise date of departure from the Kent ISD board has not been determined but he did indicate that it is imminent. Superintendent Caniff explained that a replacement board member will need to be identified, preferably from Kent ISD Region 3 since that is the geographic area Member Grifhorst represents. Board members reviewed the process that should be followed once Member Grifhorst formally submits his resignation.

Superintendent Caniff also inquired about the Board’s preference regarding the timing of his annual performance evaluation. Board members stated that a special meeting should be established at 4:00 p.m. on Monday, May 16 for the purpose of conducting the evaluation. Caniff stated that the meeting will be posted accordingly.

The meeting was adjourned by President Bajema at 9:18 p.m.

Minutes Approved: May 16, 2016

Andrea Haidle, Secretary

Claudia Bajema, President