

**BLACK RIVER PUBLIC SCHOOL**  
**Board Meeting Minutes**  
**February 19, 2018**

**Item 1. CALL TO ORDER**

The regular meeting of the Board of Trustees of Black River Public School was called to order by President Stephanie Elhart at 5:35pm on February 19, 2018, in room 229 at the school's Columbia Avenue campus. Recognition was made that a quorum was present through a roll call.

**Item 2. ROLL CALL**

Members Present:

Maria Carrizales-Alonzo, Mike Camarota, Ruth Crouch, Timothy DuMez, Stephanie Elhart, Chris McNaughton, Mary Mims, Tom Pietri, Brian Porter

Members Absent:

None

Staff Present:

Shannon Brunink (Head of School), Michelle Byrne (Administrative Assistant), John Donnelly (Dean of Students), Brent Rowe (BR Teacher), John Zoellner (Business Director)

Public Present:

Bill Barker (GVSU Charter Schools Office), Sophia Camarota (BR Student Rep.), Abby Frankhouse (BR Student), Errol Goldman (BRPS Attorney)

Media Present:

None

**Item 3. APPROVAL OF MINUTES**

There being no corrections, all minutes of the Board's January 15, 2018 meeting, were approved upon a motion by Ms. Elhart, seconded by Ms. Carrizales-Alonzo. (9-0)

**Item 4. BUSINESS REPORT**

Mr. Zoellner distributed and discussed the January Financial Report explaining that he is still waiting on the January invoices from Aramark. The Financial Committee met to review the budget adjustment and Mr. Zoellner distributed copies for review.

**Motion to approve** the 2017-2018 Black River Public School General Fund Budget Adjustment Narrative #1. The resolution passed unanimously upon a motion by Ms. Elhart, seconded by Mr. Camarota. (8-0)

#### **Item 5. ADMINISTRATION REPORT**

Mr. Donnelly enjoyed his time at a recent LAUP Conference hosted by Hope College and was also able to attend a training on Restorative Circles practices. School safety discussions continue.

Mr. Brunink distributed his proposed 2018-2019 school year calendar which was designed to mirror this year's schedule. One change is to make the normal  $\frac{3}{4}$  days  $\frac{1}{2}$  days in order to allow for more meaningful professional development. The board discussed alternate ideas for breaks and agreed to look over the dates before voting on the calendar as a whole at the next meeting.

**Motion to approve** the 2017-2018 start and end dates as proposed. The resolution passed unanimously upon a motion by Ms. Elhart, seconded by Ms. Carrizales-Alonzo. (8-0)

Mr. Brunink shared that the GVSU Charter School's office is organizing a visit to Black River to conduct Instructional Rounds. Observers will be focusing on student engagement. GVSU also contacted BR with a grant opportunity in partnership with Groundswell that could support outdoor initiatives. Mr. Brunink and Mr. Donnelly will be attending an upcoming meeting for the Ottawa Area Secure Schools Network. He also explained that we are one step away from being able to go live with the campus security changes. Program of Study course proposals are currently with Department Heads for evaluation. Mr. Brunink is discussing possibly ways to address some of the suggestions brought to him by Faculty Council. Open Enrollment continues and upcoming events include RatFest and Snowcoming.

#### **Item 6. PRESIDENT'S REPORT**

Ms. Elhart reiterated that the Financial Committee met to review the budget adjustment. Ms. Elhart, Ms. Crouch, and Mr. Brunink attended a meeting regarding the future of the pool property. Obtaining proposals will be the next step in order to evaluate potential ideas for development. A successful Open House took place on February 3rd with more than 30 prospective families and roughly 20 student volunteers as tour guides. Ms. Elhart proposed that a committee conduct an enrollment study in order to determine the best advertisement opportunities. She is working with Mr. Goldman on Title 9 policies. Ms. Elhart also shared a letter from a BR family showing appreciation for the school's support of the new We the People program.

#### **Item 7. GVSU UPDATE**

Mr. Barker asked that the board continue to think about board training topics and reminded members of the April 9th Board Reception.

#### **Item 8. STUDENT REPORT**

Miss Frankhouse stated that the recent space themed Snowcoming events were a success! The regular basketball season is coming to a close and will be followed by districts. She also shared concerns related to parking and snow pile placement.

Miss Camarota spearheaded a show of support for West Ottawa students who recently lost one of their graduates. She shared that Middle School classes recently had presentations exposing them to career opportunities and asked members of the board to consider participating. Miss Camarota shared her feelings in regard to recent gun control discussions and shared some student perspectives on emergency and lockdown procedures.

#### **Item 9. OLD BUSINESS**

There was no old business for the board to address.

#### **Item 10. NEW BUSINESS**

There was no new business brought before the board.

#### **Item 11. OPEN FORUM / COMMENTS FROM THE PUBLIC**

There were no comments from the public.

#### **Item 12. ADJOURNMENT**

There being no further business to come before the Board, the meeting adjourned at 7:20pm upon a motion by Ms. Elhart, seconded by Ms. Carrizales-Alonzo. (8-0)

#### **NEXT MEETING:**

The next regular meeting is scheduled for 5:30 pm on March 19, 2018, at Black River Public School's 491 Columbia Avenue Campus.

Respectfully submitted,

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Mary M. Mims, Secretary