

**BLACK RIVER PUBLIC SCHOOL**  
**Board Meeting Minutes**  
**February 19, 2024**

**Item 1. CALL TO ORDER**

The meeting of the Board of Directors of Black River Public School was called to order by President Kim Mitchell at 5:34pm on February 19, 2024, 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:

Sarah Bast, Elisabeth Bauman, Matt Benson, Craig Davis, TJ McDonald, Tom McGough, Kim Mitchell

Members Absent:

Mary Mims, Tom Pietri

Staff Present:

Shannon Brunink (Head of School), Michelle Byrne (Administrative Assistant), Rachel Carlson (Business Manager), John K. Donnelly (Dean of Students), Carly Johnson (BR Teacher), Jim Levering (Elementary Administrator), Jake Stid (BR Teacher), John Zoellner (Business Director)

Public Present:

Matt Cawood, Nitya Gandhi, Errol Goldman, Ella Sligh, Mack Shephard, Courtney Stahl

Media Present:

None

**Item 3. APPROVAL OF MINUTES**

There being no corrections, all minutes of the Board's January 22, 2023 meeting were approved upon a motion by Ms. Mitchell, seconded by Mr. Benson. (7-0)

**Item 4. BUSINESS REPORT**

Mr. Zoellner circulated the 990 tax return for members of the board to view. He also distributed a packet containing Budget Adjustment I and explained its contents. Members of the board asked clarifying questions before putting it to a vote.

**Motion to approve** Budget Adjustment I as presented. The resolution passed unanimously upon a motion by Ms. Mitchell, seconded by Mr. Benson. (7-0)

## **Item 5. ADMINISTRATION REPORT**

Mr. Levering explained that Ms. Allison Mulder has been a great addition to the parapro team. The annual School Spelling Bee took place with Mr. Patrick Burch taking first place and Mr. Matthew Tan in second. Black River will host the regional bee on February 29th. He shared Ms. Misha Dorland's story and was proud of the efforts of those that organized recent fundraising events. Ms. Alaina Kramer continues the library card initiative with 92% of kindergarten students currently signed up. Mr. Levering has taken on a new partnership with Park Township collecting student ideas for community center development.

Mr. Donnelly indicated that the recent Snowcoming events went well. He also shared how much he appreciates the meetings with Ottawa County Security Directors.

Mr. Brunink distributed and explained the proposed 2024-2025 School Year Calendar.

**Motion to approve** the 2024-2025 School Year Calendar with an update to the half day on March 14th. The resolution passed unanimously upon a motion by Ms. Mitchell, seconded by Ms. Bast. (7-0)

He explained that progress continues with the Sexual Education Advisory Board. Open enrollment for the 2024-2025 school year closes on February 28th at 4pm and we are on par with the number of applications from previous years. He commended Ms. Kelli Heneghan and Ms. Kerrie Esmeier for their work in getting the word out to prospective families. Black River hosted a meeting for the City of Holland regarding the Columbia Avenue construction project. Course proposals were due for next year's Program of Study and Ms. Jennifer Wise will begin that scheduling process with students the first week of March. Mr. Brunink recorded a commercial with other local Superintendents highlighting information regarding artificial intelligence and deep fakes.

## **Item 6. FACULTY COUNCIL REPORT**

Ms. Johnson and Mr. Stid presented this year's three Faculty Council recommendations and answered questions.

## **Item 7. STUDENT REPORT**

Miss Gandhi and Miss Sligh explained the pros and cons of the Snowcoming events and discussed ways to improve for next year. Student Council will now transition to planning Spring Thing.

## **Item 8. PRESIDENT'S REPORT**

Ms. Mitchell reminded the board that the April meeting is scheduled for the fourth Monday of the month. She also plans to collect applications for next year's Student Board Representatives.

**Item 9. GVSU REPORT**

Mr. Cawood stated that the next virtual board training will take place on February 21st. The Academic Grant Letter and award have been distributed.

**Motion to accept** the Academic Grant for the 2022-2023 school year. The resolution passed unanimously upon a motion by Ms. Mitchell, seconded by Mr. McGough. (7-0)

He explained that the input and feedback from the annual board member survey is appreciated and that the School Operations Survey has also been sent out.

Ms. Stahl distributed the 2022-2023 School Performance Review. She explained the Elementary and Middle/High School data separately and answered questions from the board.

**Item 10. OLD BUSINESS**

There was no old business for the board to address.

**Item 11. NEW BUSINESS**

There was no new business brought before the board.

**Item 12. PUBLIC COMMENT**

There was no public comment.

**Item 13. ADJOURNMENT**

There being no further business to come before the board, the meeting was adjourned at 7:28pm.

**NEXT MEETING:**

The next regular meeting is scheduled for 5:30 pm on March 18, 2024.

Respectfully submitted,

  
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Mary M. Mims, Secretary