

**ZEELAND PUBLIC SCHOOLS  
BOARD OF EDUCATION  
WORK SESSION AGENDA  
October 24, 2016  
YACHT BASIN MARINA, SECOND FLOOR MEETING ROOM  
6:00 PM**

PRESENT: Board of Education: Todd Brennan, Linda Bush, Rick Dernberger, Tom DenHerder, Ron Scott, Carol Slagh  
Administrators: Holly Boehle, Cal De Kuiper, Brandi-Lyn Mendham, Lynn VanKampen, Jon Voss

ABSENT: Board of Education: Mark Snyder

GUESTS:

- I. CALL TO ORDER: 6:00PM** Ron Scott  
A. PLEDGE OF ALLEGIANCE: Cal De Kuiper

**II. SUPERINTENDENT COMMENTS**

**“Those who ask the best questions have the most influence in the outcome of the group”**

**“Paraphrasing is the most neglected Norm of Collaborative Work, and the most powerful.”**

***Adaptive Schools Training, October 21, 2016***

**III. RECOGNITION OF VISITORS**

**IV. DISCUSSION**

A. Inclusion Activity -

In order to focus our minds on the purpose of our work, the Inclusion Activity will include a discussion of our immediate families and/or grandchildren.

Minutes: Each board member identified their children or grand-children. This is the summary without identifying any individuals:

[Inclusion Activity](#)

B. [Strengths Finder 2.0](#) - Ron Scott / Cal DeKuiper

Board members and the Cabinet team will review results of the Strength-Finders 2.0 survey assessment as a means of developing the leadership team.

Minutes: Please note: The excel link above has two excel sheets. The first is a summary of each member's top five strengths in order of 1 through 5. The second is a summary of how each leader fits into the four quadrants. The study suggests that leaders should concentrate on developing strengths rather than updating non-strength areas.

C. Board members roles - Ron Scott

This topic centers on board member roles and responsibilities when you are asked questions about school topics when in a formal or informal setting.

Minutes: This document was briefly discussed:

[MASB Bylaws - Ethics & Conflict of Interest](#)

D. Google Doc - Instruction - Brandi Mendham, Holly Boehle & Jon Voss

Most of ZPS uses Google Drive and Google Doc's for this file sharing purpose. The Cabinet team will assist as Google Drive tutors.

Minutes: Cabinet members assisted BOE members, as needed, with Google Doc's technology and filing systems.

E. Suggestion to switch to zps.org for email?

It has been suggested to move all district centered board communication to zps.org secured email. All board member correspondence is public information no matter which email is used; using zps.org email addresses might better protect your personal email from hacking attempts.

Minutes: Board members agreed to switch over to zps.org email addresses as soon as possible with the goal of November 1, 2016. Ginger Smith will switch the address on the district website.

#### F. District Goals - All

The superintendent has been leading conversations with various stakeholder groups to re-tune goals that are not yet completed, to clarify current goals, and to identify new district goals. These goals use four columns to indicate success: Minimal, Progressing, Proficient, Exemplary. The cabinet team narrowed the goals from 30+ to eight. The board will have opportunity to review and weigh in. We will use an Adaptive Schools technique to identify priority levels for these eight. This does not require action, but might be a great transparency discussion for an upcoming board meeting.

Click here for a full list of goals:

[BOE Goal & Focus Areas](#)

Click here for the key goal and focus area list:

[Key Goal & Focus Areas](#)

Minutes: Click below for a visual graphic of results. Each attendee was given 10 dots and could place dots to prioritize. Pink dots were placed by cabinet members, other colors were placed by board members.

[Goal Priority](#)

Priorities were determined to be:

1. Curriculum Alignment prior to May, 2017
2. Multi-Tiered Systems of Success
3. Controlling Health Insurance Costs

#### G. Dashboard markers - All

This topic has come up from multiple directions including cabinet level administrators, individual board members, and parent / community groups. The questions are: What information do parents and community members want to have at their fingertips? What data is most critical to student success and how can we use this to move the needle? The board will be asked to discuss recommendations that have come through other meetings / conversations and will also have opportunity to recommend new ideas. The Key ZPS Facts document below is a conversation starter. [Key ZPS Facts](#)

Minutes: Discussion led to a list of potential Dashboard markers. Please see the attached photo:

[Dashboard 1](#)

[Dashboard 2](#)

#### H. Discussion Opportunity - [Stadium Turf](#)

The Finance committee recommended an opportunity for stadium turf discussion. This is a significant expense, one that might require more conversation than is typical at Board of Education meeting. Materials will be available for review. For a digital review and representation of design options, click the link provided.

Minutes: The committee reviewed the work done to date, attached. Decisions dealing with bid details are referred back to committee knowing that the final recommendation will eventually come to the board for bid amount approval. Worth noting, two keys were given in the color and logo schemes. The board wished to have the concepts of “team” and “family” as key priorities above having the field look like there was a competitive nature of endzone vs. endzone or that a guest might view one mascot having any priority over the other. Second, if the center logo cannot be created using two complementary colors from each school, black will be the preferred color. The board was highly in favor of the drainage and safety foam addition to the project.

#### I. Evaluation of the Superintendent

The State of Michigan requires each district to use a state approved format. Districts may use their own if provable to be research based and statistically significant and approved by the Department of Education. I will be prepared to give you an Evaluation 101 for each option instruments. I will be recommending we use the MASB evaluation instrument for the evaluation of the superintendent.

#### **Three Options:**

Reeves evaluation tool (52 pages):

[Leadership Matrix - Doug Reeves](#)

Reeves evaluation tool summary:

[Leadership Matrix - Reeves Summary](#)

**OR**

Marzano evaluation tool main page:

<https://www.effectiveeducators.com/>

Marzano evaluation tool summary:

[Marzano Eval Tool](#)

**OR/AND RECOMMENDED**

This is a link to the state approved MASB evaluation Tool:

[MASB Eval Tool](#)

MASB Superintendent Evaluation 2016 - Summary

[MASB Supt Eval Summary](#)

**Minutes:** The committee agreed with Superintendent DeKuiper to go with the MASB evaluation tool for the 2016-17 school year. Ginger will add it to the website.

The work session of October 24, 2016 adjourned at 9:15 P.M.