

**FOREST HILLS PUBLIC SCHOOLS
GRAND RAPIDS, MICHIGAN**

Regular Meeting of the Board of Education
Monday, August 11, 2025
6:30 PM
Forest Hills Administration Building

Agenda

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. RECOGNITION
 - III.A. 2025 MHSAA State Championship Recognition - FHE Baseball
 - III.B. 2025 MHSBCA - Coach of the Year
- IV. CONSENT GROUPING
 - IV.A. Superintendent/Board of Education
 - IV.A.1. Approval of Minutes
 - IV.B. Business
 - IV.B.1. Paper
 - IV.B.2. Pine Ridge Media Center Shelving
 - IV.B.3. Diesel Fuel
 - IV.B.4. Refunded Property Taxes
 - IV.C. Instruction
 - IV.C.1. *Everyday Math* Digital Subscriptions
 - IV.D. Human Resources
 - IV.D.1. Employment of New Professional Staff
- V. BOARD POLICY
- VI. SUPERINTENDENT CONTRACT ADDENDUM
- VII. STUDENT REINSTATEMENT CONSIDERATION
- VIII. INFORMATIONAL ITEMS
 - VIII.A. Resignations
- IX. SUPERINTENDENT'S REPORT
- X. BOARD COMMUNICATION
- XI. PUBLIC COMMENTS
- XII. ADJOURNMENT

BOARD OF EDUCATION
FOREST HILLS PUBLIC SCHOOLS
GRAND RAPIDS, MICHIGAN

August 11, 2025

RECOGNITION

TOPIC: 2025 MHSAA State Championship Recognition – FHE Baseball

Certificates of Recognition will be presented to members of the Forest Hills Eastern Baseball team for their outstanding athletic achievement in winning the 2025 Michigan High School Athletic Association Division 2 State Championship.

Forest Hills Eastern – Baseball

Student Athletes:	Manel Conners	Brayden Valk
	Max Ferrick	Kenric Penkevich
	Cameron Pallo	Bennett Heymoss
	James Dempsey	Colton Brinks
	Keegan Penkevich	Heath Cleck
	Brendan Thompson	Landen Lindley
	Ben Fausey	Gordon Kaiton
	Collin Ybarra	Breslin Waite
	Tommy Toigo	Jack Almeroth
	Drew DenBraber	Drew Ferrick
		Nathan Czerkie

Coaches:	Ian Hearn, Head Coach
	Lance Boehm, Assistant Coach
	Jimmy Hazlett, Assistant Coach
	Andrew Rademacher, Assistant Coach
	Cam Wysocki, Assistant Coach
	Andy Evans, Assistant Coach
	Brett Pawlanta, Assistant Coach
	Caleb Biel, Assistant Coach
	Don Patten, Assistant Coach
	Bryce Wilker, Assistant Coach
	Todd Miller, Assistant Coach

BOARD OF EDUCATION
FOREST HILLS PUBLIC SCHOOLS
GRAND RAPIDS, MICHIGAN

August 11, 2025

RECOGNITION

TOPIC: 2025 MHSBCA Coach of the Year

A Certificate of Recognition will be presented to Eastern High School Baseball Head Coach Ian Hearn for receiving the Michigan High School Baseball Coaches Association (MHSBCA) Coach of the Year award.

FOREST HILLS PUBLIC SCHOOLS
GRAND RAPIDS, MICHIGAN

CONSENT GROUPING

August 11, 2025

IV. CONSENT GROUPING

A. SUPERINTENDENT/BOARD OF EDUCATION

1. Approval of Minutes – Approve the minutes of the July 10, 2025, Special Meeting, with any added changes or revisions.

B. BUSINESS

1. Paper – Authorize participation in the Regional Educational Media Center (REMC) statewide purchasing cooperative for 2025-2026 at an estimated cost not to exceed \$160,000.
2. Pine Ridge Media Center Shelving – Approve the purchase of media center shelving for Pine Ridge from Dew-El corporation for an amount not to exceed \$40,151.
3. Diesel Fuel – Approve utilizing local purchasing options for diesel fuel throughout the 2025-2026 school year at an amount not to exceed \$350,000.
4. Refunded Property Taxes – Authorize reimbursement of \$81,646.15 to Kent County for refunded property taxes.

C. INSTRUCTION

1. Everyday Math (EM4) Digital Subscriptions – Approve the request to purchase the Everyday Math (EM4) three-year digital subscriptions from McGraw-Hill for an amount not to exceed \$178,200.

D. HUMAN RESOURCES

1. Employment of New Professional Staff – Approve the hire and issue contracts to the new professional staff, as presented, for the 2025-2026 school year.

**Items included in consent grouping are those that previously have been considered by the Board either in committee or at a prior meeting, or are of such a routine nature that discussion is not required. Board members may request that any item be removed from consent grouping for further discussion if additional information is needed or available.*

BOARD OF EDUCATION
FOREST HILLS PUBLIC SCHOOLS
GRAND RAPIDS, MICHIGAN

August 11, 2025

SUPERINTENDENT/BOARD OF EDUCATION

TOPIC: Approval of Minutes

Board of Education approval is requested for the minutes of the July 10, 2025, Special Meeting.

PROPOSED MOTION:

I move that the Forest Hills Board of Education approve the minutes of the July 10, 2025, Special Meeting.

FOREST HILLS PUBLIC SCHOOLS
GRAND RAPIDS, MICHIGAN

Minutes of Special Meeting of the Board of Education
held on July 10, 2025

The Forest Hills Board of Education held a special meeting on July 10, 2025, at the Administration Building. President Fauson called the meeting to order at 8:30 a.m.

CALL TO ORDER

Members Present: Fauson, Terryn, Michaud, Colley, Kermode

ATTENDANCE

Members Absent: DeBoer, Ninemeier

Member Colley led the Pledge of Allegiance.

PLEDGE OF ALLEGIANCE

The special meeting was held to consider organizational and other general business items of the board.

PURPOSE OF SPECIAL MEETING

Due to the absence of Secretary Ninemeier, Vice President Terryn served as acting board secretary for this meeting.

ACTING BOARD SECRETARY

Motion made by Member Terryn, second by Member Kermode, that the Forest Hills Board of Education approve consent grouping items III. A-C.

CONSENT GROUPING ITEMS

President Fauson indicated the items on the consent agenda are routine for the time of year. It was noted most of the regular meetings will take place on the second Monday of the month this year.

AYES: Michaud, Kermode, Colley, Terryn, Fauson

NAYS: None

Motion carried by a 5-0 roll call vote.

Approved the minutes of the June 23, 2025, Special Meeting and the June 23, 2025, Closed Session.

APPROVAL OF MINUTES

Approved the Board of Education meeting schedule for the 2025-2026 school year. All meetings will commence at 6:30 p.m. as follows:

SCHEDULE OF 2025-2026 BOARD OF EDUCATION MEETINGS

DATE	LOCATION	ADDRESS
August 11, 2025	Administration Building	620 Forest Hill Ave 49546
September 8, 2025	Administration Building	620 Forest Hill Ave 49546
October 13, 2025	Administration Building	620 Forest Hill Ave 49546
November 10, 2025	Administration Building	620 Forest Hill Ave 49546
December 8, 2025	Administration Building	620 Forest Hill Ave 49546
January 12, 2026	Administration Building	620 Forest Hill Ave 49546
February 9, 2026	Administration Building	620 Forest Hill Ave 49546
March 9, 2026	Administration Building	620 Forest Hill Ave 49546
April 20, 2026	Administration Building	620 Forest Hill Ave 49546
May 18, 2026	Administration Building	620 Forest Hill Ave 49546
June 8, 2026	Administration Building	620 Forest Hill Ave 49546

Authorized the Superintendent, or his designee, the responsibility of posting notices of all meetings of the Board of Education in compliance with the requirements of the Michigan Open Meetings Act and Board Policy 2501.

BOARD OF
EDUCATION
MEETING NOTICES

Approved a motion that each Board of Education member sign the Conflict of Interest disclosure statement to be kept on file in the Superintendent's Office.

BOARD MEMBER
CONFLICT OF
INTEREST

Appointed the Executive Assistant to the Superintendent as the assistant to the Board Secretary and the Assistant Superintendent of Finance and Operations as the assistant to the Board Treasurer.

DELEGATION OF
PERSON(S) TO
ASSUME SPECIFIED
RESPONSIBILITIES
OF THE BOARD
SECRETARY AND
THE BOARD
TREASURER

Authorized payment of professional memberships for Michigan Association of School Boards; MASB, Legal Trust Fund; and the Kent Intermediate Association of School Boards (KIASB) membership dues.

BOARD OF
EDUCATION
MEMBERSHIPS

Adopted the five-year common calendar dates as adopted by the Kent Intermediate School District.

COMMON
CALENDAR DATES

Winter Break		
	<u>Begins end of the school day on:</u>	<u>School Resumes:</u>
2025-2026	Friday, December 19	Monday, January 5
2026-2027	Friday, December 18	Monday, January 4
2027-2028	Friday, December 17	Monday, January 3
2028-2029	Friday, December 22	Monday, January 8
2029-2030	Friday, December 21	Monday, January 7

Spring Break	
<i>Friday before Spring Break – Center programs do no operate. No students at local districts. Local districts determine whether staff attend on that Friday.</i>	
2025-2026	Monday, April 6 – Friday, April 10
2026-2027	Monday, April 5 – Friday, April 9
2027-2028	Monday, April 3 – Friday, April 7
2028-2029	Monday, April 2 – Friday, April 6
2029-2030	Monday, April 1 – Friday, April 5

Authorized the Superintendent, Assistant Superintendent for Finance and Operations, Assistant Superintendent of Human Resources, and the Assistant Superintendent of Instruction to enter into contracts on behalf of the district.

AUTHORIZATION TO
ENTER INTO
CONTRACTS

Required that all individual checks drawn against the General Fund, Debt Fund, Capital Projects Fund, Food Service Fund, Childcare Fund, and Student/School Activity Fund be signed by two (2) of the following: Board Treasurer, Assistant Superintendent for Finance and Operations, Director of Finance, or Lead Accountant.

CHECK SIGNATURE
AUTHORIZATIONS

Authorized the Assistant Superintendent for Finance and Operations, Director of Finance, or Lead Accountant to transfer and invest any available surplus moneys of the district, which are contained in funds as identified by the State and in accordance with Board policy.

AUTHORIZATION
FOR TRANSFER
AND INVESTMENT
OF FUNDS

Appointed the firms of Clark Hill, PLC; Holtvluwer Law; ImLaw, PC; Law Office of Dennis Pollard PC; McGraw Morris PC; Miller Johnson, PLC; and Thrun Law Firm, PC as general counsel for the Board and district for the fiscal year beginning July 1, 2025, and ending June 30, 2026.

APPOINTMENT OF
LEGAL COUNSEL

Authorized the school district to utilize electronic transactions. A copy of the Electronic Transaction Resolution, as approved, is attached hereto and made a part of the minutes (Ref. No. 25-07/10-A).

ELECTRONIC
TRANSACTIONS
AUTHORIZATION

Approved the following as depositories of district funds and of individual school activity accounts for the fiscal year beginning July 1, 2025, and ending June 30, 2026:

DESIGNATION OF
DEPOSITORIES
OF FUNDS

- | | |
|------------------------------|------------------------------------------------------|
| • Bank of America | • Mercantile Bank |
| • Comerica Bank | • Michigan School District
Liquid Asset Fund Plus |
| • Fifth Third Bank | • Old National Bank |
| • Flagstar Bank | • PNC Bank |
| • Huntington National Bank | • Union Bank |
| • JP Morgan Chase Bank, N.A. | • United Bank |
| • Level One Bank | • West Michigan
Community Bank |
| • Macatawa Bank | • UMB Bank |

Authorized reimbursement of \$1,211.67 to Kent County for refunded property taxes.

REFUNDED
PROPERTY TAXES

Approved expenditures for the payment of bills for June 2025, as presented.

PAYMENT OF BILLS

GENERAL FUND	\$15,356,886.47
DEBT FUND	
CAPITAL PROJECTS FUND 2023	\$1,552,262.72
CAPITAL PROJECTS FUND 2025	\$1,553,801.12
SPECIAL REVENUE FUND	
1. Food Service Fund	\$266,042.93
2. Child Care Fund	\$23,776.00
3. Student/School Activity	\$520,882.08
TOTAL EXPENDITURES	<u>\$19,273,651.32</u>

Approved the hire and issue of contracts to the following new professional staff members for the 2025-2026 school year:

EMPLOYMENT OF
NEW PROFESSIONAL
STAFF

- Madison Baese, Junior Kindergarten Teacher, Orchard View Elementary
- Rebecca Brummel, Social Worker, Student Services
- Tyler Burns, Special Education Teacher, Northern Trails 5/6
- Joy Giuliana, 1st Grade Teacher, Thornapple Elementary
- Susan Grey, Kindergarten Teacher, Thornapple Elementary
- Mikaela Hoggard, Kindergarten Teacher, Pine Ridge Elementary
- Kendyl Jarski, Kindergarten Teacher, Thornapple Elementary
- Hailey Kamminga, Special Education Teacher, Northern High
- Stefanie Konarska, Social Studies Teacher, Northern High
- Kimberly Krampe, Music Teacher, Knapp Forest Elementary
- Austin Martinson, Social Studies Teacher, Eastern High

Motion made by Member Kermode, second by Member Terryn, that the Board approve the purchase of office furniture for Central High from Interphase Interiors for an amount not to exceed \$157,165.

CENTRAL HIGH
OFFICE FURNITURE

AYES: Michaud, Kermode, Colley, Terryn, Fauson

NAYS: None

The motion carried by a 5-0 roll call vote.

Motion made by Member Colley, second by Member Kermode, that the Board approve the purchase and installation of interactive flat panels from Digital Age Technologies (DAT) for an amount not to exceed \$1,334,640, including contingency funds. Discussion followed.

INTERACTIVE FLAT
PANELS

AYES: Michaud, Kermode, Colley, Terryn, Fauson

NAYS: None

The motion carried by a 5-0 roll call vote.

Motion made by Member Terryn, second by Member Colley, that the Board approve the salary schedules for the Superintendent and Assistant Superintendents as presented to the board.

SALARY SCHEDULES

AYES: Michaud, Kermode, Colley, Terryn, Fauson

NAYS: None

The motion carried by a 5-0 roll call vote.

Motion made by Member Terryn, second by Member Michaud, that the Board approve the policy revisions, as presented.

BOARD POLICY

AYES: Michaud, Kermode, Colley, Terryn, Fauson

NAYS: None

The motion carried by a 5-0 roll call vote.

With the approval of the motion, the Board revised the following board policies:

Section 2500

- 2504 Public Participation at Board Meetings (Revised Policy)

Section 3100 General Operations

- 3110 Data Breach Response (Revised Policy)
- 3115 Nondiscrimination and Retaliation (Revised Policy)
- 3115A Definitions for 3115 Series (Revised Policy)
- 3115B Designation of Coordinators (Revised Policy)
- 3118 Title IX Sexual Harassment (Revised Policy)

Section 3200

- 3201 Accounting (Revised Policy)
- 3201A Financial Management for Federal Awards (Revised Policy)
- 3211 Post-Issuance Tax Compliance (Revised Policy)
- 3212 Post-Issuance disclosure Compliance (Revised Policy)

Section 3300 Facilities, Real and Personal Property

- 3301 Purchasing and Procurement (Revised Policy)
- 3301A Purchasing and Procurement with Federal Funds (Revised Policy)
- 3307 Construction Administration (Revised Policy)

Section 3400 School Safety and Security

- 3402 Drills, Plans, and Reports (Revised Policy)
- 3407 Asbestos Management (Revised Policy)
- 3408 Firearms and Weapons (Revised Policy)

Section 4100

- 4101 Non-Discrimination (Revised Policy)
- 4103 Whistleblowers Protection (Revised Policy)
- 4105B Religion Workplace Accommodations (Revised Policy)
- 4106 Family and Medical Leave Act (Revised Policy)

Section 4400

- 4403 Performance Evaluation (Revised Policy)
- 4407 Discipline (Revised Policy)
- 4408 Termination (Revised Policy)
- 4409 Non-Renewal (Revised Policy)

Section 5100 Student Rights

- 5104 Age of Majority (Revised Policy)

Section 5200 Student Conduct and Discipline

- 5202 Unlawful Discrimination, Harassment, and Retaliation Against Students (Revised Policy)

Section 5400 Curriculum, Instruction, and Parent/Guardian Involvement

- 5401 Parent Involvement in Education (Revised Policy)
- 5406 Title I Funds (Revised Policy)
- 5411 Student Promotion, Retention, and Placement (Revised Policy)
- 5420 Sex Education (Revised Policy)
- 5421 Work-Based Learning Experience (Revised Policy)

Section 5600 Student Support Services

- 5603 Section 504 (Revised Policy)

Section 5700 Student Health and Safety

- 5701 Child Abuse and Neglect (Revised Policy)
- 5707 School Wellness Policy (Revised Policy)
- 5712 Concussion Awareness (Revised Policy)

Superintendent Kirby shared the following:

- He officially welcomed Assistant Superintendent of Human Resources Tom Hosford.
- He highlighted the Kent ISD five-year common calendar, which outlines dates for both winter and spring breaks.
- He provided an update on the status of the state budget, Title funding, and the federal voucher program.
- He complimented the Communications Department on the most recent edition of the Focus newsletter.

President Fauson asked board members to inform her by 5 p.m. on the Friday before a board meeting if there are items on the Consent Grouping as presented in the agenda packet that they would like to pull for separate consideration. This allows time to gather information to answer questions or concerns. She stated board members always have the right to pull items from the Consent Grouping for separate consideration.

There were no public comments.

President Fauson inquired if there was other business of the board. Hearing none, she adjourned the meeting at 8:46 a.m.

SUPERINTENDENT'S
REPORT

BOARD
COMMUNICATION

PUBLIC COMMENTS

ADJOURNMENT

Respectfully submitted,

Maggie Terryn, Acting Secretary
Forest Hills Board of Education

BOARD OF EDUCATION
FOREST HILLS PUBLIC SCHOOLS
GRAND RAPIDS, MICHIGAN

August 11, 2025

ASSISTANT SUPERINTENDENT FOR FINANCE AND OPERATIONS



TOPIC: Paper

It is recommended that the Board authorize participation in the Regional Educational Media Center (REMC) statewide purchasing cooperative for 2025-2026 at an estimated cost not to exceed \$160,000. This has been reviewed by the Board Finance Committee and is recommended for Board approval.

PROPOSED MOTION:

I move that the Forest Hills Public Schools Board of Education authorize participation in the Regional Educational Media Center (REMC) statewide purchasing cooperative for 2025-2026 at an estimated cost not to exceed \$160,000.

BOARD OF EDUCATION
FOREST HILLS PUBLIC SCHOOLS
GRAND RAPIDS, MICHIGAN

August 11, 2025

ASSISTANT SUPERINTENDENT FOR FINANCE AND OPERATIONS



TOPIC: Pine Ridge Media Center Shelving

It is recommended that the Board approve the purchase of media center shelving for Pine Ridge from Dew-El Corporation for an amount not to exceed \$40,151. This has been reviewed by the Board Finance Committee and is recommended for Board approval.

PROPOSED MOTION:

I move that the Forest Hills Public Schools Board of Education approve the purchase of media center shelving for Pine Ridge from Dew-El Corporation for an amount not to exceed \$40,151.

BOARD OF EDUCATION
FOREST HILLS PUBLIC SCHOOLS
GRAND RAPIDS, MICHIGAN

August 11, 2025

ASSISTANT SUPERINTENDENT FOR FINANCE AND OPERATIONS



TOPIC: Diesel Fuel

It is recommended that the Board approve utilizing local purchasing options for diesel fuel throughout the 2025-2026 school year at an amount not to exceed \$350,000. This has been reviewed by the Board Finance Committee and is recommended for Board approval.

PROPOSED MOTION:

I move that the Forest Hills Public Schools Board of Education approve utilizing local purchasing options for diesel fuel throughout the 2025-2026 school year at an amount not to exceed \$350,000.

BOARD OF EDUCATION
FOREST HILLS PUBLIC SCHOOLS
GRAND RAPIDS, MICHIGAN

August 11, 2025

ASSISTANT SUPERINTENDENT FOR FINANCE AND OPERATIONS



TOPIC: Refunded Property Taxes

It is recommended that the Board authorize reimbursement of \$81,646.15 to Kent County for refunded property taxes.

PROPOSED MOTION:

I move that the Forest Hills Public Schools Board of Education authorize reimbursement of \$81,646.15 to Kent County for refunded property taxes.

BOARD OF EDUCATION
FOREST HILLS PUBLIC SCHOOLS
GRAND RAPIDS, MICHIGAN

August 11, 2025

ASSISTANT SUPERINTENDENT FOR INSTRUCTION 

TOPIC: Request for Purchase of *Everyday Math* (EM4) Digital Subscriptions

The Instruction Department is recommending that the Board of Education approve the purchase of *Everyday Math* (EM4) three-year digital subscriptions from McGraw-Hill for Grades 1-5 to support students in math for an amount not to exceed \$178,200.

PROPOSED MOTION:

I move that the Forest Hills Board of Education approve the request for the *Everyday Math* (EM4) three-year digital subscriptions from McGraw-Hill at a cost not to exceed \$178,200.

BOARD OF EDUCATION
FOREST HILLS PUBLIC SCHOOLS
GRAND RAPIDS, MICHIGAN

August 11, 2025

ASSISTANT SUPERINTENDENT OF HUMAN RESOURCES

TOPIC: Employment of New Professional Staff



The administration is recommending the employment for the following new staff members:

New Hire	Position	Building	Vacancy Due to:
Jessica Danowski	Resource Room Teacher	Eastern High	Transfer due to new position
Jessica DeJong	Science Teacher	Northern High	Resignation
Brendan Fleming	Science Teacher	Northern High	Resignation
Zoe Hebert	6 th Grade Teacher	Eastern Middle	Resignation
Cara Riley	Math Teacher	Central Middle	Transfer due to retirement
Kathleen Spease	Psychologist	Student Services	Retirement
Sadie Stowell	English Language Arts Teacher	Northern High	Retirement
Jodi Tamminga	Supervisor of Student Support Systems	Meadow Brook	New position

PROPOSED MOTION:

I move that the Forest Hills Board of Education approve the hire and issue contracts to Jessica Danowski, Jessica DeJong, Brendan Fleming, Zoe Hebert, Cara Riley, Kathleen Spease, Sadie Stowell and Jodi Tamminga beginning with the 2025-2026 school year.

BOARD OF EDUCATION
FOREST HILLS PUBLIC SCHOOLS
GRAND RAPIDS, MICHIGAN

August 11, 2025

SUPERINTENDENT/BOARD OF EDUCATION

TOPIC: Board Policies

The following Board Policies are being submitted to the Board of Education for approval. Policy updates are provided by the district's policy provider, Thrun Law Firm, P.C., and reviewed by district administration. The board curriculum committee has also reviewed these policy revisions.

Section 4200 Employee Conduct and Ethics

- 4221 Employee Speech (Revised Policy)

Section 5400 Curriculum, Instruction, and Parent/Guardian Involvement

- 5405 Title I Parent and Family Engagement (Revised Policy)
- 5407 Instructional Program and Curriculum Development (Revised Policy)

PROPOSED MOTION:

I move that the Forest Hills Board of Education adopt the policies, as presented.

Series 4000: District Employment

4200 Employee Conduct and Ethics

4221 Employee Speech

As role models, employees must exercise sound judgment in their interactions with students, Parents, and members of the community and maintain a high degree of professionalism and objectivity. Employees must act within the scope of their respective duties and responsibilities.

A. Curriculum, Instruction, and Controversial Topics

During instruction and discussion of controversial issues, employees must follow these guidelines:

1. the issues discussed must be relevant to the curriculum and be part of a planned educational program;
2. students and Parents must have free access to appropriate materials and information for analysis and evaluation of the issues;
3. employees must allow discussion of a variety of viewpoints so long as that discussion does not substantially disrupt the educational environment;
4. the topic and materials used must be within the students' range, knowledge, maturity, and competence;
5. employees must obtain pre-approval from the building principal before instructing students about sensitive or controversial issues; **and**
- 6.** employees must not advocate partisan causes, sectarian religious views, or self-propaganda of any kind during school or school-related functions. Employees may express a personal opinion as long as students are encouraged to reach independent decisions; **and**

6.7. if a Parent objects to their student's instructional materials, employees will refer the Parent to Policy 5407 and Form 5407-F.

Employees who are unsure of their obligations must confer with their building principal or supervisor.

B. Speech on Matters of Public Concern

The District respects and supports its employees' right as citizens to exercise free speech in a responsible manner.

Free speech rights are not absolute and are subject to restriction when the employee is acting within the course and scope of their employment.

When speaking as a citizen on a matter of public concern, an employee must not make written, verbal, online, or nonverbal statements that cause a substantial disruption to the school environment, violate federal or state law, or otherwise violate these Policies. An employee's right as a citizen to comment upon matters of public concern must be balanced against the District's interest in promoting the efficiency of the public services it performs through its employees.

Employees do not speak on behalf of the District or a school unless specifically authorized by the Board or Superintendent.

Legal authority: U.S. CONST. amend. I; Const 1963, art I, § 5

Date adopted: 3/16/2020

Date revised: 08/19/2024

Series 5000: Students, Curriculum, and Academic Matters

5400 Curriculum, Instruction, and Parent Involvement

5405 Title I Parent and Family Engagement Policy

A. Development and Annual Review

~~An This Engagement~~ Policy will be jointly developed and annually reviewed, amended, and distributed to Parents and family members of participating students and the local community in an understandable format, and to the extent practicable, in a language the Parents can understand.

~~An annual evaluation of the Engagement~~ Parents and family members must have opportunities for meaningful input during the annual review process. Information about how parents and families may provide input will be posted on the District's website. The annual review of this Policy's content and effectiveness will be used to design evidence-based strategies for more effective parental involvement, to revise ~~the Engagement~~this Policy, and to remove barriers to Parent and family participation. ~~The Engagement Policy will be reviewed annually at a meeting where concerned parties can discuss possible changes to the Engagement Policy.~~

~~A component of the Engagement~~This Policy ~~will be~~includes a School-Parent compact jointly developed by the District and Parents that outlines how the Title I school, Parents, and students ~~will share the~~ responsibility for improved student academic achievement and the means by which the school and Parents ~~will~~ build and develop a partnership to help students achieve state education standards.

B. Parent and Family Engagement

The District recognizes the unique needs of students who are being served in its Title I program, and the importance of Parent and family engagement in the Title I program. ~~Parent and family engagement in the Title I Program must include, but is not limited to:~~

1. Parent and family engagement means the participation of Parents through regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring that:
 - a. Parents play an integral role in assisting their child's learning;
 - b. Parents are encouraged to be actively involved in their child's education at school;
 - c. Parents are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child; and
 - d. Other activities, such as those described in section 1116 of the Elementary and Secondary Education Act (ESEA) are carried out.

2. Parent and family engagement activities are required under this Policy and include, for example, activities such as:

~~A.a. _____ an annual school meeting to which all Parents of participating students will be invited to inform Parents of their school's participation under Title I, Part A; this part, to explain/clarify the requirements of this part Title I, Part A; and to explain the Parents' right to be involved. Invitations may take the form of notes sent with students or announcements in the school newsletter. Additional meetings may be scheduled based on need and interest;~~

~~B.b. _____ an explanation of providing Parents information about the details for student and Parent participationschool's Title I, Part A programs, including but not limited to a description of the school's: curriculum objectives, the forms of academic assessment used to measure student progress and, proficiency levels students are expected to meet, achievement levels of the state academic standards, type and extent of participation, parental input in educational decisions, and coordination and integration with other federal, state, and District programs, and evaluations of progress;~~

~~C. _____ opportunities to participate in activities to build Parent involvement activitiescapacity, such as training and providing materials to help Parents to work with their students to improve achievement. A goal of Parent activities is to provide Parents with opportunities to participate in education-related decisions for their students, as appropriate;~~

~~D. c. encouraging volunteer work at to the extent practicable, opportunities for involvement in the Title I Program for parents of limited English proficiency, Parents with disabilities, Parents with limited literacy, Parents who are economically disadvantaged, Parents of a minority background, or Parents of migratory children. Communication to Parents about student progress and other Title I matters will be provided in a language the Parent can understand, to the extent practicable. Responses to Parent concerns will be provided in a timely mannerschool as appropriate;~~

~~E.d. _____ opportunities for Parent-teacher conferences, in addition to those regularly scheduled by the District, if requested by the Parents or as deemed necessary by District staff;~~

~~F.e. _____ coordination and integration of parental involvement programs and activities with other community programs. These may include cooperation with other community programs such as Head Start, preschools, and other community services; and~~

~~d.f. _____ educating teachers, specialized instructional support personnel, principals, and other school leaders, with the assistance of Parents in the value and utility of parental contributions, how to reach out to, communicate with and work with, Parents as equal partners.~~

All Parents, including those with limited English proficiency, disabilities, or limited literacy and those who are economically disadvantaged, of a minority background, or migratory, will have opportunities to participate in Title I parent engagement activities.

Communication to Parents about student progress and other Title I matters will be provided in a language the Parent can understand, to the extent practicable. Responses to Parent concerns will be provided in a timely manner.

C. District Obligations

The District will:

1. Operate programs, activities, and procedures for the involvement of Parents in all its schools with Title I, Part A programs. Those programs, activities, and procedures will be planned and operated with meaningful consultation with Parents of participating children;
2. Work with its schools to ensure that school-level Parent and family engagement practices are implemented appropriately, and include, as a component, the School-Parent Compact;
3. Incorporate this Policy into its LEA plan developed under section 1112 of the ESEA;
4. Provide opportunities for the informed participation of all Parents and family members, by providing information and school reports as required by law in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language Parents understand; and
5. If the LEA plan developed under this Policy is not satisfactory to the Parents of participating children, submit Parent comments when it submits the plan to the Michigan Department of Education.

D. Implementation

1. The District will take the following actions to involve Parents in the joint development of this Policy:
 - Information about how parents and families may provide input will be posted on the District's website.
 - The annual review of the Parent and Family Engagement Plan will be used to design evidence-based strategies for more effective parental involvement, to revise the plan, and to remove barriers to Parent and family participation.
2. The District will provide the following coordination, technical assistance, and other support to assist Title I, Part A schools in planning and implementing

effective Parent and family engagement activities to improve student academic achievement and school performance:

- Assign a district-level administrator to oversee Title I programming and support Title I principals.
- Hold Title I Principal meetings at least twice per school year.
- Ensure Title I schools hold their annual school meeting prior to October 1 each school year.
- Provide an annual timeline and checklist with documentation requirements for all Title I schools.
- Support Title I schools in maintaining their program information for Parents and families through their school websites and other resources.

3. The District will take the following actions to conduct, with the involvement of Parents, an annual evaluation of the content and effectiveness of this Policy:

- Coordinate deployment of annual parent/family survey and review of the resulting data with Title I schools.
- Ensure Title I schools deploy post-parent/teacher surveys twice annually to gather feedback on Title I program services.
- Report results and analysis of the parent/teacher surveys to Title I principals.
- Convene an annual meeting with Title I principals, facilitated by the district-level administrator, to review Title I student outcomes, Parent and family feedback, and program implementation data for the purpose of evaluating Title I program effectiveness.
- Support principals in communicating the results of the program evaluation to Parents and families.

4. To encourage strong Parent and family engagement, the District will:

- Hold an informational meeting at least annually to explain this Policy and the school's Title I programming. All Parents of participating students will be invited to this meeting. Invitations may take the form of notes sent with students, announcements in the school newsletter, and notice posted on the school's website;
- Provide assistance to Parents and children served by the District in understanding topics such as:
 - state academic standards;

- state and local academic assessments including alternate assessments;
 - Title I, Part A requirements;
 - child progress monitoring; and
 - collaboration with educators.
- c. Provide materials and training to help Parents work with their children to improve academic achievement and use technology to foster Parent and family engagement by:
- Ensuring Title I schools have adequate materials to support Parents and families engaging in learning activities at home for students participating in Title I programming.
 - Ensuring Title I schools utilize available technological resources to support Parents and families at home for students participating in Title I programming.
 - Ensuring all Title I school staff utilize technology appropriately to remove language and access barriers for Parents and families of students participating in Title I programming.
 - Ensuring Title I-funded staff meet HQ federal qualification requirements.
- d. Educate Employees on how to communicate and work with Parents as equal partners, implement Parent programs, and build ties between Parents and schools by:
- Providing resources and training for all Title I school staff to help them identify and remove language and access barriers for Parents and families of students participating in Title I programming.
- e. To the extent feasible and appropriate, coordinate and integrate Parent and family engagement programs and activities with other relevant federal, state, and local programs, and conduct other activities, such as parent resource centers, that encourage and support Parents in participating in the education of their children, by:
- Including academic support, personal care items, and/or transportation in Title I programming and services for homeless or foster care students and their Parent.
 - Collaborating with local entities such as community centers, preschools, or mental health providers, etc., to raise awareness of and access to programs and services.
 - Blending and braiding additional grant funds to support parent and family engagement activities in all schools.

f. Ensure that information related to the District and Parent programs, meetings, and other activities is sent to the Parents of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the Parents can understand by:

- Ensuring activities and procedures at all Title I schools are planned and operated with meaningful consultation with Parents of children participating in Title I, Part A programming.
- Ensuring that Parent and family engagement practices include a School-Parent compact for each Title I school.
- Ensuring the Title I Program Plan and Parent and Family Engagement Plan for each Title I school are shared via the school's website and newsletters in formats and language that Parents and families can understand.

Legal Authority: 20 USC 6318

Date adopted: 3/16/2020

Date revised: 08/19/2024

Series 5000: Students, Curriculum, and Academic Matters

5400 Curriculum, Instruction, and Parent Involvement

5407 Instructional Program and Curriculum Development

The District will provide students with at least the minimum number of instructional hours and days each school year required by the state for full state aid funding. The District may deviate from this requirement only as permitted by state law.

The Board, advised by the Assistant Superintendent for Instruction, will adopt a curriculum and procure textbooks and materials to support the curriculum.

The Assistant Superintendent for Instruction or designee is responsible for providing and directing District-wide planning for curriculum, instruction, assessment, and staff development in accordance with Policy 2203. Committees consisting of educational professionals, including administrators, and community members, may be established to design instructional strategies and assessments to implement the curriculum.

A. Parent Rights

As described in Policy 5401, the District will provide a Parent the opportunity to review District-approved curriculum, textbooks, and instructional materials upon request to the building principal. See Policy 5401 for appropriate procedures.

B. Complaints about Instructional Materials

If a Parent objects to their student's instructional materials, the following procedures will apply:

First Level – Objection to ~~Teacher~~Building Principal. The Parent must submit an objection and explanation in writing to the ~~relevant classroom teacher~~building principal using Form 5407-F. The ~~teacher~~building principal will review the Parent's objection and ~~may either (1) exempt the student from using the material; (2) discontinue using the material for some or all students; or (3) advise the Parent of the educational and pedagogical reasons for the material.~~the objected materials to determine whether:

~~Second Level – Appeal to Building Principal. If the Parent disagrees with the teacher's response, the Parent may submit a written appeal to the building principal on the Request for Reconsideration of Library/Media Center or Instructional Material form stating the reasons why the Parent objects to the materials. The building principal will confer with the relevant classroom teacher(s) within 5 school days. The building principal will review the written objection and the materials in question to determine whether:~~

- a. the stated objection outweighs the educational and pedagogical reasons the material was selected;
- b. the materials require the student to engage in conduct or practice that violates or substantially interferes with the student's sincerely held religious ~~or cultural~~belief or religious development; ~~or~~

- c. the materials lack serious educational, literary, artistic, political, or scientific value for the age range of the students in question; or
- d. the materials are inappropriate or harmful for the age range of the students in question.

The building principal will confer with the teacher as part of their review of the Parent's objection.

The building principal will provide all parties with a written response granting or denying the appeal-Parent's objection within 15-10 school days ~~after conferring with the teacher.~~ If the Parent's objection is granted, the student will be excused from this instructional material with no negative consequence.

~~3.~~ 2. Third—Second Level - Reconsideration—Committee Assistant Superintendent for Instruction Review. If the Parent disagrees with the building principal's response, the Parent may submit a written appeal to the Assistant Superintendent for Instruction within 5 school days after receiving the building principal's response. The Assistant Superintendent for Instruction ~~will convene a committee to review the appeal.~~ The Reconsideration Committee will review the Parent's written objection, the building principal's written response, the Parent's written appeal, the materials being challenged, and any other information the ~~committee—Assistant Superintendent for Instruction~~ Assistant Superintendent for Instruction deems relevant. The ~~committee—Assistant Superintendent for Instruction~~ Assistant Superintendent for Instruction will issue a written recommendation within 30 calendar days of receiving the appeal based on the factors in Section 2-1 above. The Assistant Superintendent of Instruction's decision is final. If the Parent's appeal is granted, the student will be excused from this instructional material with no negative consequence.

~~4. Curriculum Committee Determination. The Reconsideration Committee will forward their recommendation to the Board of Education Curriculum Committee at their next regularly scheduled meeting. The Board of Education authorizes the Board Curriculum Committee to review the documents relating to the request and make a decision on the request. The decision of the Board Curriculum Committee is final.~~

C. Complaints about Library/Media Center Books

If a Parent objects to materials in their student's school library/media center, the Parent must submit a Request for Reconsideration of Library/Media Center or Instructional Material form to the Assistant Superintendent for Instruction identifying the basis for the objection.

The Assistant Superintendent for Instruction will convene a committee to review the appeal. The Reconsideration Committee will review the Parent's written objection, the materials being challenged, and any other information the committee deems relevant.

The committee will review the written objection and the materials in question in their totality to determine whether:

1. the book lacks serious educational, literary, artistic, political, or scientific value for the age range of the students in question; or
2. the book is inappropriate or harmful for the age range of the students in question.

The Reconsideration Committee will issue a written recommendation within 30 calendar days of receiving the appeal. The Committee will forward their recommendation to the Board of Education Curriculum Committee at their next regularly scheduled meeting. The Board Curriculum Committee will review the documents relating to the request and make a decision on the request. The decision of the Board Curriculum Committee is final.

The District will not restrict access to the challenged material during the review process.

Legal Authority: MCL 380.1137-; [MCL 388.1706](#); [Mahmoud v Taylor, 606 US \(2025\)](#)

Date adopted: 3/16/2020

Date revised: 3/21/2022, 9/18/2023; 08/19/2024

BOARD OF EDUCATION
FOREST HILLS PUBLIC SCHOOLS
GRAND RAPIDS, MICHIGAN

August 11, 2025

ASSISTANT SUPERINTENDENT OF HUMAN RESOURCES

TOPIC: Superintendent Contract Addendum

It is recommended that the Board of Education approve the addendum to the superintendent's contract.

PROPOSED MOTION:

I move that the board approve the addendum to the superintendent's contract, effective July 1, 2025 - June 30, 2030.

BOARD OF EDUCATION
FOREST HILLS PUBLIC SCHOOLS
GRAND RAPIDS, MICHIGAN

August 11, 2025

ASSISTANT SUPERINTENDENT OF HUMAN RESOURCES

TOPIC: Student Reinstatement Consideration

Pursuant to Board Policy 5206 and the Michigan School Code, "Student A" was expelled from Forest Hills Public Schools on December 4, 2024. Parents petitioned for reinstatement of "Student A" pursuant to Board Policy 5206C on July 14, 2025.

In accordance with Board Policy 5206 C and Michigan School Code, a committee comprised of two board members, a parent, a teacher, and an administrator met with "Student A" and their Parents to consider the petition for reinstatement. The committee reviewed the petition and is recommending that the Forest Hills Board of Education conditionally grant reinstatement to "Student A" with the following conditions:

- Attendance area will be determined by district administration.
- "Student A" has a daily check-in with an FHPS staff member (subject to re-evaluation after the first semester)
- "Student A" does not attend extra-curricular activities at the school of original expulsion through the 8th grade (Subject to re-evaluation at the conclusion of 8th grade).

PROPOSED MOTION:

I move that the Forest Hills Board of Education conditionally grant reinstatement to "Student A" with the following conditions: Attendance area will be determined by district administration; "Student A" has a daily check-in with an FHPS staff member (subject to re-evaluation after the first semester); and "Student A" does not attend extra-curricular activities at the school of original expulsion through the 8th grade (Subject to re-evaluation at the conclusion of 8th grade).

BOARD OF EDUCATION
FOREST HILLS PUBLIC SCHOOLS
GRAND RAPIDS, MICHIGAN

August 11, 2025

A handwritten signature in black ink, appearing to be 'Kirby', written in a cursive style.

ASSISTANT SUPERINTENDENT OF HUMAN RESOURCES

TOPIC: Resignations

Superintendent Kirby has accepted the following resignation:

Name	Position	Building
Tracy Allers	Science Teacher	Northern High