



**Curriculum Committee Board of Education Meeting Minutes
June 12, 2023 - 5:15 p.m. - Conference Room 208**

- I. **Call to Order by Chairperson Keith Medema at 5:25 p.m.**
 - A. **Roll Call**

Committee members were present: Keith Medema, Allen Drews, Wayne Vanderploeg
Committee members absent: None
Additional board members present: Mike Biel, Barb Braker, and Josh Jens
Administrative team members present: Ryan Cashman, Director of Business Services, Christy Fay, Elementary Principal, Jennifer Kurtz, MS/HS Principal and Brian Zacho, District Administrator, Donna Waterworth, District Administrative Assistant
Others Present: Brittany Cashman
 - B. **Certification of Proof of Notice**

Proof of publication was presented in the form of a Certificate of Proof of Giving Public Notice.
 - C. **Approval of May 8, 2023 Committee Meeting Minutes**

A motion made by Allen Drews, seconded by Wayne Vanderploeg to approve the May 8, 2023 Curriculum Committee meeting minutes. Motion carried.
- II. **Old Business**
 - A. **MHSPD Grant**

Intern interviews were held. A total of 6 interns were interviewed.
- III. **New Business**
 - A. **Course Offerings for English, Spanish and Health -**

Spanish will be in both 7 & 8 exploratories. High School English positions have been filled. One of the teachers will be able to offer some CAPP classes. Health - looking at possibly changing the health curriculum.
 - B. **Elementary Student Handbook -**

Elementary Principal Christy Fay was present to discuss changes to the Elementary Student Handbook. Lunch schedule was adjusted, what is an excused and unexcused absences, prohibited articles have been added, compliance officer needs to be updated, school contact information has been updated to reflect current staff.
 - C. **MS/HS Student Handbook -**

Added some language in the letter from the MS/HS Principal. Grades and Grading procedures that retakes will be allowed and explained how that will work/be handled. The co-curricular handbook was included in the handbook. The co-curricular handbook was incorporated into the student handbook to help eliminate the number of handbooks
- IV. **Adjourn**

A motion to adjourn was made by Wayne Vanderploeg and seconded by Allen Drews. Motion carried. Meeting adjourned at 6:15 p.m.

Date

Clerk (Barb Braker)

Chairperson (Keith Medema)

APPROVED