

**ALLENDALE PUBLIC SCHOOLS' BOARD OF EDUCATION  
REGULAR MEETING MINUTES FOR JANUARY 13, 2025 AT 6:00 P.M.  
OAKWOOD BOARD ROOM**

This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated on the agenda.

**I. CALL TO ORDER at 6:00 PM**

**II. MISSION STATEMENT**

Allendale Public Schools commit to educate, inspire, and support all students.

**III. ROLL CALL**

**Present:** Harris, Hendricks, Holstege, Ramey, TenBrink, Thurkettle

**Absent:** DeJong

**Administration:** Cooper, Park, Mullen, Murphy, Torno, VanderLaan, Voss

**IV. PLEDGE OF ALLEGIANCE**

**V. STATEMENT OF COMMITMENT – Policy #5.1 - Trustees serve to assure that the mission of the district is achieved without discrimination. (Ramey - Treasurer)**

**VI. PUBLIC PARTICIPATION PROCESS**

Members of the audience are welcome to make comments at the time designated on the agenda. Please register on the sign-up sheet and limit your comments to 3 minutes when your name is called. Out of respect for all individuals, please refrain from personal criticisms in an open forum. Policy #167.3

**VII. APPROVAL OF AGENDA**

Motion by Holstege, seconded by Ramey, to approve the agenda as presented. Motion carried.

Yes - 6, No - 0

**VIII. ORGANIZATIONAL MEETING**

**A. Election of Officers**

The Presiding Officer will ask for nominations from the floor for the position of Board President.

Motion by Thurkettle, seconded by Ramey, to vote for Kevin Holstege to serve as APS Board President. Motion carried.

**Roll Call Vote:** DeJong - ABSENT; Harris - YES; Hendricks - YES; Holstege - YES; Ramey - YES; TenBrink - YES; Thurkettle - YES

The Board President will ask for nominations from the floor for the positions of vice-president, secretary and treasurer.

Motion by Hendricks, seconded by Thurkettle, to vote for Elizabeth Ramey to serve as APS Board Vice-President. Motion carried.

**Roll Call Vote:** DeJong - ABSENT; Harris - YES; Hendricks - YES; Holstege - YES; Ramey - YES; TenBrink - YES; Thurkettle - YES

Motion by Ramey, seconded by Hendricks, to vote for Josh Thurkettle to serve as APS Board Secretary. Motion carried.

**Roll Call Vote:** DeJong - ABSENT; Harris - YES; Hendricks - YES; Holstege - YES; Ramey - YES; TenBrink - YES; Thurkettle - YES

Motion by Thurkettle, seconded by Hendricks, to vote for Pam DeJong to serve as APS Board Treasurer. Motion carried.

**Roll Call Vote:** DeJong - ABSENT; Harris - YES; Hendricks - YES; Holstege - YES; Ramey - YES; TenBrink - YES; Thurkettle - YES

**B. Board Secretary designates Depositor of School Funds.**

Motion by Ramey, seconded by Hendricks, to appoint Allendale Public Schools' Chief Business Official (Scott Park), Accounting Supervisor, and Board of Education Treasurer as Depositors of School Funds.

Motion carried.

Yes - 6, No - 0

**C. Board Secretary designates Board of Education Posting Designee.**

Motion by Ramey, seconded by Hendricks, to appoint Administrative Assistant (Amy Vissers) as Posting Designee. Motion carried.

Yes - 6, No - 0

**D. Board Secretary designates Recording Secretary.**

Motion by Ramey, seconded by Hendricks, to appoint Administrative Assistant (Amy Vissers) as Recording Secretary. Motion carried.

Yes - 6, No - 0

**E. Meetings, Representatives, Miscellaneous Items**

**Meeting Schedule, Times, and Dates**

Following are the dates for the regular and work session meetings scheduled for the second Monday of each month at 6:00 p.m. in the District Office – Board Meeting/Conference Room # 301 unless otherwise posted. If needed, informational, special, hearings, or work sessions will take place in District Office

Board Meeting/Conference Room # 301, scheduled on the fourth Monday of the month at 6:00 p.m.

Regular Meetings

**2025**

February 10	June 9	October 13
March 10	July 14	November 10
April 14	August 11	December 8
May 12	September 8	January 12, 2026**

Work session Meetings

January 27	April 28	September 22
February 24	June 23	October 27
March 24	August 25	November 24

\*\* Organizational Meeting for 2026 calendar year.

**Committee Members, Representatives, Delegates and Alternates**

SEAB Committee Members

- Hendricks, Ramey, Thurkettle

Discipline Committee Members

- Harris, Holstege, Thurkettle

OASBA Representative

- TenBrink

MASB Delegates (2)

- TenBrink, DeJong

Alternates (2)

- Holstege, Thurkettle

**Miscellaneous Items**

**Postings** - Regular board meetings, informational meetings, executive sessions, and/or committee meetings where majority of board members are present. Notices will be posted on the outside entrance doors of the District Administration Office.

**Organizational Meeting** - Will be held during the board meeting in January.

**Public Participation Process** - Members of the audience will be able to make public comments at the time designated on the agenda. Names will be taken in advance and will be called in the same order. Each participant has 3 minutes.

**Roll Call Vote** - Expenditures of funds, purchase of property, policy updates and resolutions.

**Compensation** - Board members will be paid \$40.00 for each board meeting attended, and reimbursed at the end of each school year.

**Mileage** - Reimbursement shall be set at current IRS rate.

**Auditor** - Maner Costerisan

**Primary Legal Counsel** - Kallman Legal Group

**Depositories** - As presented in the Resolution Authorizing Depositories for Allendale Public School District Funds.

Motion by Thurkettle, seconded by Ramey, to approve the Meeting Schedule/Times/Dates; Representatives, Delegates/Alternates; and Miscellaneous Items as presented. Motion carried. Yes - 6, No - 0

**IX. CONSENT AGENDA**

**A. Minutes**

December 9, regular meeting minutes

**B. Financial Reports**

- a. General Fund Summary
- b. Budget Report
- c. Cumulative Fund Activity Report
- d. Business Services Checklists
- e. Financial Statement Notes
- f. Check Register

Wires: #5485 - 5521; Checks: 228594 - 228644;

EFT: 17478 - 17555; Totaling = \$479,947.71

**C. Probation/Tenure Report**

Motion by Hendricks, seconded by Ramey, to approve the Consent Agenda as presented. Motion carried. Yes - 6, No - 0

**X. PUBLIC COMMENTS**

Ronnie Allen  
Troy Lampen  
Krista Yetzke

**XI. COMMITTEE REPORTS**

**A. Ad Hoc (SEAB)**

**XII. SUPERINTENDENT'S REPORT**

**A. Dates**

Jan. 13 Board of Education Meeting, 6:00 PM, Oakwood Board Room

Jan. 16 - Y5 - 12 half day of school

Jan. 17- Y5 - 12 half day of school, End of first semester

Jan. 18 A Cappella Off, 7:00 PM, Ceglarek Fine Arts Center

Jan. 21 Parent Engagement Night, 6:00 PM, Coopersville High School

Jan. 28 Oakwood Singing Falcons/Talent Show, 7:00 PM, Ceglarek Fine Arts Center

**B. Other**

**XIII. BOARD COMMENTS**

Hendricks  
Ramey

#### **XIV. PRESIDENT COMMENT**

Holstege

#### **XV. ACTION ITEMS**

##### **A. Resolution to approve Ballot language for Bond proposal**

**Background:** The District is preparing to take a proposal to the community through a ballot initiative during the election held on May 6, 2025. The Board needs to review and approve the resolution prepared by our attorneys in order to put this question on the ballot.

Motion by Thurkettle, seconded by Ramey, to approve the Ballot language for the Bond proposal as presented. Motion carried.

**Roll Call Vote:** DeJong - ABSENT; Harris - YES; Hendricks - YES; Holstege - YES; Ramey - YES; TenBrink - ABSTAIN; Thurkettle - YES

##### **B. Approve contracting with Galapagos Marketing**

**Background:** We have been researching ways to improve/update our communications for quite a while. Galapagos is a company that has been working with school districts throughout the State, and in particular, around the area. This company is adept with streamlining/standardizing communications, improving a district's social media presence, creating communications that reach all school and community stakeholders, recruit/retain students and teachers, and even help with bond initiatives.

Motion by Thurkettle, seconded by Holstege, to approve contracting with Galapagos as presented. Motion carried.

**Roll Call Vote:** DeJong - ABSENT; Harris - ABSTAIN; Hendricks - YES; Holstege - YES; Ramey - YES; TenBrink - YES; Thurkettle - YES

##### **C. Approve a retainer with Thrun Law**

**Background:** The District is committed to using Kallman Law as our primary attorney but there are multiple reasons that having a secondary law firm makes sense. We have utilized Thrun for many years, including the past year, particularly for things like millages, elections, bond proposal, land purchase, special education law, etc. These are all areas that Thrun has decades of experience in, and make sense for us to tap into that expertise. The main reason it is suggested that we put them on retainer is because of the additional support that brings, with access to their monthly "Law Notes," as well as unbilled communications.

Motion by Thurkettle, seconded by Holstege, to approve placing Thrun on retainer as presented.  
Motion carried.

**Roll Call Vote:** DeJong - ABSENT; Harris - YES; Hendricks - NO; Holstege - YES; Ramey - YES;  
TenBrink - ABSTAIN; Thurkettle - YES

#### **XVI. ADJOURNMENT**

Motion by Hendricks, seconded by Ramey, to adjourn at 7:37 PM. Motion carried.  
Yes - 6, No - 0

Respectfully submitted,  
Amy Vissers