



**BOARD OF EDUCATION
WORKSHOP MEETING
MINUTES
MARCH 4, 2024**

PLACE OF MEETING: Douglas Elementary School
Upper El Learning Commons
261 Randolph Street, Douglas, MI 49406

TIME OF MEETING: 6:00 pm

ADMINISTRATION: Dr. Tim Travis, Superintendent, Kim Sharda, Executive Assistant,

1. CALL TO ORDER The meeting was called to order at 6:00 pm.

2. ROLL CALL

PRESENT: Amanda Frank, Eric Birkholz,
Laura Zangara, Frank Marro III, Karen Sherwood

ABSENT: Nicole Lewis, Bernie Merkle

3. PUBLIC COMMENT – there were NONE

4. ADDITIONS OR CHANGES TO THE AGENDA – there were NONE

5. SUPERINTENDENT'S REPORT

a. Board Policy Updates – the following policy updates were presented to the Board for consideration and possible adoption at the March 18, 2024 meeting of the Board of Education:

- 3120 Employment of Professional Staff
- 3130 Assignment and Transfer
- 3132 Vacancies
- 3139 Staff Discipline
- 3140 Termination and Resignation

6. BOARD WORKSHOP

a. Board Operating Procedures Report – Chairperson Karen Sherwood reported on the first meeting of the Board Operating Procedures Committee.

b. School Safety Committee Report – Chairperson Amanda Frank reported on the first meeting of the School Safety Committee.

7. PUBLIC COMMENT – there were NONE

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8. REVIEW UPCOMING DATES/MEETINGS

March 8	½ Day of School
March 15	NO SCHOOL
March 18	Regular Meeting
Mar 29 – Apr 5	Spring Break
April 15	Regular Meeting
May 20	Regular Meeting
May 23	Graduation
May 27	Memorial Day – NO SCHOOL
June 3	Workshop Meeting
June 5	5 th Grade Graduation 6 pm
June 7	½ Day of School – Last Day of School
June 17	Regular Meeting
July 15	Regular/Organization Meeting

9. **ADJOURN** - there being no further business; the meeting was adjourned at 6:54 pm.

Respectfully submitted,



Secretary, Karen Sherwood