

BLACK RIVER PUBLIC SCHOOL
Board Meeting Minutes
August 25, 2025

Item 1. CALL TO ORDER

The meeting of the Board of Directors of Black River Public School was called to order by President Tom McGough at 5:33pm on August 25, 2025, in room 229 at the school's Columbia Avenue campus. Recognition was made that a quorum was present through a roll call.

Item 2. ROLL CALL

Members Present:

Sarah Bast, Elisabeth Bauman, Matt Benson, Craig Davis, Kim Koeman, TJ McDonald, Tom McGough, Mary Mims

Members Absent:

Abe Carillo

Staff Present:

Shannon Brunink (Head of School), Michelle Byrne (Administrative Assistant), Rachel Carlson (Business Director), John Donnelly (Dean of Students), Sarah Lozano (BR Teacher)

Public Present:

Matt Cawood, Errol Goldman, Megan Hanneken

Media Present:

None

Item 3. APPROVAL OF MINUTES

There being no corrections, all minutes of the Board's June 23, 2025 meeting were approved upon a motion by Mr. Benson, seconded by Ms. Mims. (8-0)

Item 4. BUSINESS REPORT

Ms. Carlson shared the unaudited June financial statements and indicated that everything will be presented when the audit is complete. The annual audit took place the week of August 11th and the Finance Committee plans to meet in September to review. She spoke of the current uncertainty with the state budget while Mr. Goldman and Mr. Brunink shared additional information explaining the many factors that go in to its development.

Item 5. ADMINISTRATION REPORT

Mr. Donnelly explained that he and Mr. Levering worked on handbook updates over the summer. He outlined recent CPR/AED training, Behavior Threat Assessment Management Team training at the OAISD, Special Education reporting and compliance training, and training with the Holland Department of Public Safety.

Mr. Brunink shared that enrollment is healthy and above budget. The year started with staff inservices and Rat Camp for the 9th graders will take place tomorrow. Meet the Teacher/Curriculum Night will be held on Wednesday. The city's construction project on Columbia Ave. ran behind but they are working very hard to have things open.

Item 6. FACULTY COUNCIL REPORT

Ms. Lozano shared excitement to begin the year. Faculty Council is working to onboard new members and will share the staff survey in September to formulate this year's charges.

Item 7. STUDENT REPORT

A student report was not brought before the board.

Item 8. PRESIDENT'S REPORT

Mr. McGough indicated that the Finance Committee will meet before the September Board Meeting. To allow more time for audit preparations the September meeting will be moved.

Motion to ratify the signing of the auditor engagement letter for the 2024-2025 audit. The resolution passed unanimously upon a motion by Ms. Bast, seconded by Ms. Bauman. (8-0)

Motion to move the next meeting for Black River's Board of Trustees from September 15 to September 22. The resolution passed unanimously upon a motion by Ms. Mims, seconded by Ms. Bauman. (8-0)

Mr. McGough took a moment to publicly thank Ms. Bauman for her time on the board as well as her time as President.

Item 9. GVSU REPORT

Mr. Cawood indicated that the monthly email updates will continue and the virtual board training calendar is available. He outlined this year's academic grant requirements and discussed changes to board training options.

Item 10. OLD BUSINESS

There was no old business for the board to address.

Item 11. NEW BUSINESS

Ms. Mims asked about this year's staff changes and Mr. Brunink summarized the additions.

Item 12. PUBLIC COMMENT

Mr. Donnelly shared that this is the start to Black River's 30th year. He celebrated the commitment of both Mr. Brunink and Dr. Dykhouse for 30 years of teaching, as well as Ms. Mim's for 30 years on the board.

Item 13. ADJOURNMENT

There being no further business to come before the board, the meeting was adjourned at 6:26pm.

NEXT MEETING:

The next regular meeting is scheduled for 5:30pm on September 22, 2025.

Respectfully submitted,



Mary M. Mims, Secretary