



820 Academy Road  
Holly, MI 48442  
248-634-5554

Minutes of the Regular Meeting of the Board of Directors

Date of Meeting: Wednesday, December 19, 2018

Time of Meeting: 5:30pm

Location: 820 Academy Road, Holly, Michigan

Meeting Type:           \_\_\_ Annual   \_\_\_ Special   \_\_\_ Proposed    X  Approved

I.       **Call to Order**

The meeting was called to order by Joan Ehrhardt at 5:32p.m.

II.      **Roll Call**

**Members Present:**

Mrs. Joan Ehrhardt, President  
Mrs. Diane Wujciak, Vice-President  
Mr. Jeff Reece, Secretary, FOIA  
Mr. Todd Rockafellow, Trustee  
Mrs. Doreen DeBenedictus, Treasurer  
Mrs. Sara Barton, Trustee

**Members Absent:**

None

**Staff Present:**

Ms. Julie Kildee, Director  
Mrs. Jennifer Potteiger, Curriculum Director  
Ms. Jennifer Burns, Special Education Director  
Mrs. Lucy Munerance, Office Assistant

III.     **Approval of Agenda**

Diane Wujciak moved to approve agenda as amended. New Business a. Re-nomination of Joan Ehrhardt. Seconded by Jeff Reece. Motion passed unanimously.

IV.     **Public Comment on Agenda Items**

None

## VI. Strategic Planning

Julie Kildee discussed attending the MAPSA conference and speaking with Jim Goener, who is currently working with Insignia Partners. She is excited about working with Lisa and Marisol, and it will be a great way to start the New Year. Diane Wujciak asked Kandy Lazell from CMU if there is a possibility CMU can help with the finances for Insignia Partners. Kandy will check on that.

## VII. Motion to Approve all Consent Agenda Items

- a. Approval of November Bills
- b. November Monthly Financials
- c. Final reading of Board policy #6325

Diane Wujciak moved to approve all Consent Agenda as written. Seconded by Doreen DeBenedictus. **Motion passed unanimously.**

## VIII. Approval of Previous Minutes

- a. Regular Board Meeting, November 14, 2018. Diane Wujciak moved to approve minutes as written. Seconded by Jeff Reece. **Motion passed unanimously.**

## IX. Correspondence

- Joan Ehrhardt received a Save the Date for Making an Impact-Understanding the Legislative Process and How to Engage with Stakeholders. Julie Kildee received correspondence from the Sarah's at Choice Schools.

## X. Board Committees

- a. Building Committee - No update
- b. Finance Committee -  
Doreen DeBenedictus reported that the committee had a productive meeting and has started to pull together a proposed budget aligned with the vision of the school.
- c. Governance Committee -  
Joan Ehrhardt acknowledged the swearing in of Sara Barton as a new Trustee on the Holly Academy Board of Directors. Julie Kildee received new policies and will bring them for the first reading at the January meeting.
- d. Marketing Committee -  
The members of the marketing committee discussed a ReMax advertisement where Holly Academy will be featured in their flyer. The committee was not happy with what ReMax proposed, and Kendra Gilmer came up with a great ad which we will use. The next marketing meeting will be on January 24, 2019.

## XI. Administrative/Education Report and Finance Report

- a. Director Report -
  - Julie Kildee welcomed Sara Barton to the Board. Holly Academy's open enrollment starts January 7 thru March 1, 2019. Lisa Crawford, our Parent Ambassador, will be passing out flyers to all the pre-schools in the area regarding our New Family Expo on February 25, 2019. The Holly Academy banner will go up in downtown Holly.
- b. Curriculum Director Report -
  - Jennifer Potteiger is starting a 4<sup>th</sup>-8<sup>th</sup> grade Parent Focus Group to find out why students leave Holly Academy and the reasons students stay.
- c. Special Education Director -
  - Jennifer Burns had her first audit from Central Michigan University and Oakland ISD. The audit was approximately three hours in detailed review of a cross-section of student IEPs and answering a lot of questions. Minor changes will have to be made in the administrative part of the IEPs. Overall, the audit went very well and we are in compliance.

d. Finance Director Report -

- Julie Kildee spoke on behalf of Ken Kander, who was absent. Ken wanted the Board to know that the OCR case was dismissed because there was no reasonable cause.

XII. **Old Business**

- a. Director Evaluation- Joan Ehrhardt wanted to thank everyone on the Board for turning in their homework for Julie Kildee's evaluation goals. The group discussed the results, came to consensus on selected characteristics, and agreed on items to review before the next meeting. Julie will provide the School ADvance documents to Sara.

XIII. **New Business**

- a. Re-nomination of Board member Joan Ehrhardt as Board President.  
Diane Wujciak moved to approve the re-nomination of Joan Ehrhardt. Seconded by Todd Rockafellow. Motion passed unanimously.

XIV. **Extended Public Comment**

None

XV. **Board Development**

There is a webinar on January 22, 2019 on Making an Impact-Understanding the Legislative Process and how to Engage with Stakeholders. Also received Save the Dates on Board Development Series.

XVI. **Meeting Adjournment**

Joan Ehrhardt moved to adjourn at 6:45pm. Seconded by Diane Wujciak. Motion passed unanimously.

I respectfully submit these Board minutes as an accurate account of the business conducted by the Holly Academy Board of Directors during the December 19, 2018, Regular Board Meeting.

Submitted by: Lucy Munerance  
Lucy Munerance  
Recording Secretary

Date: 12/21/18

I respectfully submit these Board minutes as an accurate account of the business conducted by the Holly Academy Board of Directors during the December 19, 2018, Regular Board Meeting.

Submitted by: Jeff Deege  
Jeff Deege  
Secretary

Date: 1/23/19