



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

Minutes of the Regular Meeting of the Board of Directors

Date of Meeting: Wednesday, January 23, 2019

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 5:35p.m.

II. Roll Call

Members Present:

Mrs. Joan Ehrhardt, President
Mrs. Diane Wujciak, Vice-President
Mr. Jeff Reece, Secretary, FOIA
Mr. Todd Rockafellow, Trustee arrived at 5:35pm
Mrs. Doreen DeBenedictus, Treasurer
Mrs. Sara Barton, Trustee arrived at 5:45pm

Members Absent:

None

Staff Present:

Ms. Julie Kildee, Director
Mrs. Jennifer Potteiger, Curriculum Director
Ms. Jennifer Burns, Special Education Director
Mr. Ken Kander, Director of Finance
Mrs. Lucy Munerance, Office Assistant

III. Approval of Agenda

Diane Wujciak moved to approve agenda as amended. New Business b. Nomination of Board Members. Seconded by Doreen DeBenedictus . Motion passed unanimously.

IV. Public Comment on Agenda Items

None

VI. **Strategic Planning**

- a. Next steps for Insignia Initiative-Jeff Reece, Joan Ehrhardt, Doreen DeBenedictus, Julie Kildee and Diane Wujciak participated in the Planning Workshop. The parent focus group will be meeting with Insignia along with staff groups, and Insignia will compile the information and get back to us with a date with what they concluded.
- b. CMU funding for initiative-CMU will be giving Holly Academy \$17,500 that will fund the cost of Insignia. We are very grateful to them for coming through with the funding.

VII. **Motion to Approve all Consent Agenda Items**

- a. Approval of December Bills

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, December 19, 2018. Jeff Reece moved to approve minutes as written. Seconded by Diane Wujciak. **Motion passed unanimously.**

IX. **Correspondence**

- Ken Kander and Jennifer Burns will be attending the Finance Planning and Oversight Workshop on February 19th at Brickstreet Restaurant in Grand Blanc. Julie Kildee received confirmation from Orlando Castellon regarding the bylaws of Board meetings cancellation policy. *Confirmation*

X. **Board Committees**

- a. Building Committee –
Terry Gill from N.J.B. is taking bids for the outside structure of the middle school until the end of January.
- b. Finance Committee -
Doreen DeBenedictus reported that the revised budget is an ongoing discussion, and they are reviewing the repair and building projects.
- c. Governance Committee -
Joan Ehrhardt is working through email to review Board policies.
- d. Marketing Committee -
The members of the marketing committee did not meet. Julie Kildee spoke to the two Saras at the annual MAPSA conference, where they gave her ideas on marketing.

XI. **Administrative/Education Report and Finance Report**

- a. Director Report -
 - Julie Kildee stated that marketing has been the school's top priority. The marketing committee will be meeting in the future. New Family Expo Night is February 25th from 6:00-7:30pm. We have sent postcards to neighborhoods regarding the New Family Expo Night. We are also starting a Grandparents' Club.
 - The House Bill 5707 passed, raising the student growth measure for teacher evaluations to 40%. This is also the threshold for administrative evaluations.
- b. Curriculum Director Report -
 - Jennifer Potteiger stated that our 3rd thru 8th grades will be participating in the MSTEP writing field test. On February 4th five Holly Academy students will be taking the WIDA testing for students who have English as a second language. PSAT testing will be administered to our 8th graders on April 9th.

- c. Special Education Director –
 - Jennifer Burns gave the Board the results that she received from Oakland ISD regarding the audit. There were two categories that Special Education needed to correct, but all other areas were in compliance.
- d. Finance Director Report –
 - Ken Kander reviewed the current bid process for the Middle School repairs, as well as the ongoing process with the future budget “sweet spot”. Ken is currently working on a revised budget for 2018-2019. He discussed the second quarter financials, stating that all is going well so far this year, and the finance committee has been meeting regarding amendments to the upcoming revised budget. In February, Ken will be attending the Board Development Series on the topic of Financial Planning and Oversight.
 - i. Second Quarter Financials-2018-2019-Ken Kander reviewed second quarter financials with the Board.

XII. **Old Business**

- a. Director Evaluation- Joan Ehrhardt requested the Board to complete the mapping portion of Julie Kildee’s evaluation. The initiatives that were mapped were technology, security, and finance. The Board was in agreement regarding the initiatives of leadership, informed strategies. The Board will continue to work on initiatives of the evaluation.

XIII. **New Business**

- a. First reading of Board policies – 100, 122, 131.1, 143.1, 160,1662, 2112, 2260, 2261, 2261.01, 2261.03, 2700, 3120, 3120.04, 3122, 3362, 5330, 5517, 5517.02, 5540, 5610, 5611, 5630.01, 6325, 8210. The Board reviewed the Board policies.
- b. Nominations of Board Members-Joan Ehrhardt moved to nominate David Cruickshank, Jr. to fill the open Board seat on the Holly Academy Board of Directors. Seconded by Jeff Reece. Motion passed unanimously. Joan Ehrhardt moved to nominate Stephen Jenkins to fill the open Board seat as of May 2019 to replace Jeff Reece, who has decided not to renew his position. Seconded by Jeff Reece. Motion passed unanimously.

XIV. **Extended Public Comment**

David Cruickshank thanked the Board for the opportunity to join Holly Academy Board of Directors.

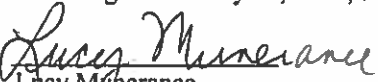
XV. **Board Development**

There will be a Finance Night at Brickstreet Restaurant in Grand Blanc on February 19th at 6:00pm.

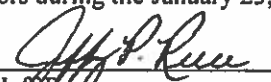
XVI. **Meeting Adjournment**

Diane Wujciak moved to adjourn at 7:50pm. Seconded by Doreen DeBenedictus. 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 January 23, 2019, Regular Board Meeting.

Submitted by:  Date: 2/1/19
 Lucy Muerance
 Recording Secretary

I respectfully submit these Board minutes as an accurate account of the business conducted by the Holly Academy Board of Directors during the January 23, 2019, Regular Board Meeting.

Submitted by:  Date: 2/20/19
 Jeff Reece
 Secretary