



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

Minutes of the Regular Meeting of the Board of Directors

Date of Meeting: Wednesday, March 20, 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 5:33p.m.

II. Roll Call

Members Present:

Mrs. Joan Ehrhardt, President

Mr. Jeff Reece, Secretary, FOIA

Mrs. Sara Barton, Trustee

Mrs. Doreen DeBenedictus, Treasurer

Members Absent:

Mrs. Diane Wujciak, Vice-President

Mr. Todd Rockafellow, Trustee

Staff Present:

Ms. Julie Kildee, Director

Ms. Jennifer Burns, Special Education Director

Mr. Ken Kander, Director of Finance

Mrs. Lucy Munerance, Office Assistant

III. Approval of Agenda

Joan Ehrhardt moved to approve agenda as amended. New business a. nomination of Board Secretary/FOIA officer. Seconded by Doreen DeBenedictus. Motion passed unanimously.

IV. Public Comment on Agenda Items

None

V. **Strategic Planning**

- a. Insignia Partners Update-Julie Kildee and the Strategy Development Team met with Insignia on March 6th. It was a great session with a lot of team building. Next meeting with Insignia is April 23rd.

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

- a. Approval of February Bills
b. February Monthly Financials

Jeff Reece moved to approve all Consent Agenda as written. Seconded by Joan Ehrhardt. Motion passed unanimously.

VII. **Approval of Previous Minutes**

- a. Regular Board Meeting, February 20, 2019. Jeff Reece moved to approve minutes as amended. Seconded by Sara Barton. Motion passed unanimously.

VIII. **Correspondence**

- Julie Kildee received an email from Laura Stabler from CMU regarding classes beginning before Labor Day. Holly Academy will not be starting before Labor Day.
- Next year's calendar will be presented to the staff on Monday, March 25th.
- There will be a CMU social media webinar on March 26th.
- Joan Ehrhardt received communication from Kandy at CMU stating that we are doing a great job on mapping for the Director's evaluation.

IX. **Board Committees**

- a. Building Committee – Ken Kander is reviewing next year's repairs that may be needed.
b. Finance Committee – Ken Kander and the finance committee met regarding the revised budget, sweet spot budget, and budget for next year.
c. Governance Committee – Joan Ehrhardt presented Sara Barton with her plaque from CMU.
d. Marketing Committee – The committee met the day after the New Family Expo which was on February 25th. Twenty families attended and sixteen of the families enrolled.

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

- a. Director Report –
- Open enrollment period ended on March 1st. We currently have 641 students enrolled for next year (seven more than we currently have).
 - March is Reading Month. Thank you to Tina Craven, Jessica Kolinsky, and the ELA committee for planning and implementing.
 - We are currently running our second Book Fair of this school year. Thank you to Jen Melero for chairing that event twice every year!
 - Our Varsity girls' basketball team took second place at their tournament last weekend!
 - The JV tournament is at Cornerstone this weekend.
 - Our Spanish Drama performance of Alice in Wonderland is Friday at 10:00am, 2:00pm, and 7:00pm.
 - CMU will be on campus next Tuesday to take pictures for their publications.
 - We will be inducting 25 students into the National Junior Honor Society next Wednesday evening at 6:00pm.
 - Our six week "testing season" begins on April 9th with our 8th graders taking the PSAT. We will be testing every day until Memorial Day weekend.

- b. Curriculum Director Report - No update
- c. Special Education Director –
 - Jennifer Burns, Tyler Spooner, and Erin Boggs went to NCI training on Tuesday, March 26th.
- d. Finance Director Report –
 - Ken gave an update on the State budget process. Ken said the legislative committees are currently discussing the State budget, and the entire process could continue into mid-summer. The Governor’s proposal, if approved, would result in an increase of \$180 per pupil for Holly Academy.
 - For the school’s revised budget, Ken said that there have been several meetings with the finance committee. Discussions included our staff adjustments due to the lower student count, as well as the additional revenues received from non-State Aid sources.
 - For the revised budget appropriations resolution, Ken discussed the details of the revisions, including a staff bonus and expenditures for the Middle School repairs.
 - i. Adopt Revised Budget Appropriations Resolution for 2018-2019 Budget. Joan Ehrhardt moved to approve Revised Budget Appropriations Resolution for 2018-2019 Budget. Seconded by Doreen DeBenedictus. Roll call: Joan Ehrhardt-yes, Doreen DeBenedictus-yes, Jeff Reece-yes, Sara Barton-yes. Diane Wujciak-absent, Todd Rockafellow-absent. **Motion passed unanimously.**

XI. **Old Business**

None

XII. **Board Development**

Social Media webinar on March 26th.

XIII. **Extended Public comment**

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|--------------------|---|
| Marlena Bravender | Marlena Bravender stated that there are twenty-two students enrolled in the Camp Invention. It is a great turnout, and more than many of the other schools in the area. |
| Michelle Fairbanks | Michelle Fairbanks stated that she liked the format of the New Family Expo better than in the past years. |

XIV. **New Business**

- a. Nomination of Secretary/FOIA officer- Joan Ehrhardt moved to nominate Sara Barton as Secretary/FOIA officer to begin at the April Board meeting. Seconded by Jeff Reece. **Motion passed unanimously**
- b. Director Evaluation- Closed Session- Julie Kildee asked to go into closed session for the purpose of discussing her evaluation at 6:25pm.

XV. **Closed Session**

Sara Barton moved to go into closed session at 6:28pm. Seconded by Jeff Reece. Roll call: Doreen DeBenedictus-yes, Jeff Reece-yes, Diane Wujciak-absent, Todd Rockafellow-absent, Joan Ehrhardt-yes, Sara Barton-yes. **Motion passed unanimously.** Joan Ehrhardt moved to reconvene at 7:37pm. Seconded by Sara Barton. **Motion passed unanimously**

XVI. **Meeting Adjournment**

Joan Ehrhardt moved to adjourn at 7:38pm. Seconded by Jeff Reece. **Motion passed unanimously.**

The next Board meeting is April 24, 2019.

I respectfully submit these Board minutes as an accurate account of the business conducted by the Holly Academy Board of Directors during the March 20, 2019, Regular Board Meeting.

Submitted by: Lucy Muerance
Lucy Muerance
Recording Secretary

Date: 3-25-19

I respectfully submit these Board minutes as an accurate account of the business conducted by the Holly Academy Board of Directors during the March 20, 2019, Regular Board Meeting.

Submitted by: _____
~~Jeff Reccc~~ ~~Sara Barton~~
Secretary
President, Jean Ehrhardt

Date: 4-24-19

Jean Ehrhardt