



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

Minutes of the Regular Meeting of the Board of Directors

Date of Meeting: Wednesday, April 24, 2019

Time of Meeting: 5:30pm

Location: 820 Academy Road, Holly, Michigan

Meeting Type: ___ Annual ___ Special ___ Proposed **X** Approved

Stephen Jenkins and Joan Ehrhardt took their Oaths of office before this meeting.

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
Mrs. Doreen DeBenedictus, Treasurer
Mr. Todd Rockafellow, Trustee
Mr. Stephen Jenkins, Trustee

Members Absent:

Mr. Jeff Reece, Trustee
Mrs. Sara Barton, Secretary/FOIA

Staff Present:

Ms. Julie Kildee, Director
Mrs. Jennifer Potteiger, Curriculum Director
Ms. Jennifer Burns, Special Education Director
Mr. Ken Kander, Director of Finance
Mrs. Linda Bain, Office Manager

III. **Approval of Agenda**

Diane Wujciak moved to approve agenda as written. Seconded by Todd Rockafellow. **Motion passed unanimously.**

IV. **Strategic Planning**

Julie will bring the year to date review for strategic planning, and Director self-evaluation to the May meeting.

- a. Insignia Update - We had a next step meeting with Lisa from Insignia this past week. Three Board members, all administration and one teacher attended. We narrowed our focus for Holly Academy and will meet on May 21st with Lisa to discuss the vision story and the "what" and the "how".

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

- a. Approval of March Bills

Diane Wujciak moved to approve all Consent Agenda as written. Seconded by Stephen Jenkins. Motion passed unanimously.

VII. **Public Comment on Agenda Items**

None

VIII. **Approval of Previous Minutes**

- a. Regular Board Meeting, March 20, 2019. Doreen DeBenedictus moved to approve minutes as written. Seconded by Joan Ehrhardt. Motion passed unanimously.

IX. **Correspondence**

- CMU Board Development - Direction of Michigan Education
- CMU Board Development - Helping students overcome adverse childhood experiences through Trauma-Sensitive schools
- Jennifer Melero is one of the top 5 finalists for MAPSA Charter School Teacher of the year for the second time in the past three years.
- Holly Academy was in the Tri-County News for March is reading month with Rep. Mike Mueller reading to our students

X. **Board Committees**

- a. Building Committee - See Finance Director Report
- b. Finance Committee - See Finance Director Report
- c. Governance Committee - No update
- d. Marketing Committee - Sara Barton will head the Marketing Committee. Sara and Mel Corrigan sent Julie a vision plan and long term goals to review.

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

- a. Director Report -
 - CMU was on campus on March 26th to take pictures for their publications.
 - The physical education department raised \$4,816 for the "Kids Heart Challenge" for the American Heart Association!
 - Linda Bain, our Office Manager will be retiring this June and we have posted her position on the Holly Academy website as of today.
 - On May 7th, Jen, Jen P, and Julie will be attending MAPSA's "Charter at the Capital Day".
 - May 22nd is our annual dinner after the Board meeting - we will try hard to limit the meeting to an hour.
 - Enrollment for next year currently stands at 644 (includes 67 kindergarteners and 21 young fives).
- b. Curriculum Director Report -
 - Middle school elective assembly on Monday, April 22nd.
 - 5th grade transition last night. We ran it differently this year - parents/students/tours.
 - Holly High coming to test our 8th graders on May 1st.
 - We had Washington DC/Mackinac meetings.

- Looking to create a curriculum committee, need a couple volunteers to help with math curriculum. Dave and Joan offered to be on the committee. Jen P has been doing some background research with other districts and met with a representative who gave us some K-8 sample materials.
- Jen P, Jen B, Julie and Jen Melero will be attending the Charter Day at the Capitol.
- We had our Wellness Night on April 11th - it was not well attended.
- PSAT testing went perfectly.

c. Special Education Director -

- Jen B sent her special education teachers and social worker to Oakland ISD for a "Social Emotional Learning" workshop.
- Jen B has three 8th graders that have scheduled their high school transition meetings.
- We had interviews for a Speech Pathologist (Holly Hanz-Ax is retiring). We had three great candidates and offered the position to one of them and will know if she accepted it by tomorrow.
- We placed an ad for a Special Education teacher and we have received two applicants and will be setting up interviews shortly.

d. Finance Director Report -

- Ken stated that the State legislators have returned from their break, and the House and Senate are expected to give their versions of the state budget in May. At that point, there will be further discussion between the legislature and Governor Whitmer.
- Ken updated the Board on GASB 84, with the main item being that there will no longer be Agency funds after this fiscal year. Guidance for 2019-2020 is still being determined, and most Agency accounts will be under the umbrella of a Special Revenue Fund. Ken will be working with Yeo & Yeo on this change.
- In early May, Ken will be attending the annual MSBO finance conference. There will be numerous finance workshops with valuable information, and the scheduled guest speaker is Governor Whitmer.
- Ken and Jose discussed the future gym ramp repairs, and they discussed data and information on comparisons between snow removal outsourcing versus maintaining in-house staff for this work. These items will continue to be discussed in future committee meetings.
- Ken also discussed the school's fund balance as well as the school's loan commitments, referencing conversations held with Standard and Poor's and the Bank of New York. Ken will research further with CMU the topic of fund balance usage while still maintaining requirements of the bond commitment.
- - i. Third Quarter Financials - 2018-2019 - Ken went over the data from the financials, stating that currently the school is doing well and staying within the recently approved revised budget numbers.
 - ii. Resolution for Employer/Employee Health Care Cost Option - Ken talked about the options, and the preference to continue with the current 80%/20% option. Stephen Jenkins moved to approve the Resolution for Employer/Employee Health Care Cost Option. Seconded by Todd Rockafellow. Roll call: Joan Ehrhardt-yes, Diane Wujciak-yes, Doreen DeBenedictus-yes, Todd Rockafellow-yes, Stephen Jenkins-yes, Sara Barton-absent, Jeff Reece-absent. **Motion passed unanimously.**
 - iii. Approval of Audit Firm - Ken discussed the four quotes that were received. The recommendation from Julie and Ken was to continue with Yeo & Yeo for the next three years, with a different principal to oversee the audit process during that timeframe. Todd Rockafellow moved to approve the Audit Firm, Yeo and Yeo. Seconded by Stephen Jenkins. Roll call: Diane Wujciak-yes, Todd Rockafellow-yes, Doreen DeBenedictus-yes, Stephen Jenkins-yes, Joan Ehrhardt-yes, Sara Barton-absent, Jeff Reece-absent. **Motion passed unanimously.**

XII. Old Business

None

XIII. New Business

- a. Approve 2019-2020 School Calendars - Diane Wujciak moved to approve the 2019-2020 School Calendars as amended (took March 27th off for teacher records day). Seconded by Doreen DeBenedictus. Motion passed unanimously.

XIV. Extended Public Comment

Kandy Kalbfleisch Lazell

Kandy handed out the OTIS book that a CMU Professor and students wrote to the Board. It is all about getting into higher education.

XV. Board Development

None

XVI. Meeting Adjournment

Diane Wujciak moved to adjourn at 7:33pm. 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 April 24, 2019, Regular Board Meeting.

Submitted by:



Linda Bain
Recording Secretary

Date:

4-29-19

I respectfully submit these Board minutes as an accurate account of the business conducted by the Holly Academy Board of Directors during the April 24, 2019, Regular Board Meeting.

Submitted by:


Joan Ehrhardt
President

Date:

5/22/19