



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

Minutes of the Regular Meeting of the Board of Directors

Date of Meeting: Wednesday, June 26, 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 Diane Wujciak at 5:30p.m.

II. **Roll Call**

Members Present:

Mrs. Joan Ehrhardt, President-5:38pm arrival
Mrs. Diane Wujciak, Vice-President
Mrs. Doreen DeBenedictus, Treasurer
Mrs. Sara Barton, Secretary/FOIA
Mr. Todd Rockafellow, Trustee
Mr. Stephen Jenkins, Trustee
Mr. David Cruickshank, Trustee
Mrs. Kandy Kalbeleisch-Lazell, CMU representative

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
Mrs. Jennifer Melton, Office Manager

III. **Approval of Agenda**

Sara Barton moved to approve agenda as amended. Removed New Business a. Approval of Teacher Contracts, b. Approval of Administrative Contracts, added New Business a. EAS School Proposal and b. Special Recognition. Added 5g, letter of resignation-Heather Cichon and 5c, Approve Kidz Klub Contract. Seconded by Doreen DeBenedictus. Motion passed unanimously.

IV. **Annual Parent Survey-Lisa Crawford**

Lisa Crawford our Parent Ambassador presented the Parent Survey to the Board. There were 218 families who took the survey and the overall satisfaction rate was very good, in the mid to upper ninety percent. One comment that parents would like changed is a need for a centralized communication tool. Joan Ehrhardt suggested moving to an electronic newsletter.

VI. **Strategic Planning**

a. Vision Story-Julie Kildee has been working on the Vision Story for Holly Academy along with Jen Potteiger, Jen Burns, Ken Kander, Lisa Diaz, Diane Wujciak, Doreen DeBenedictus, Joan Ehrhardt, and Jen Gulbis. The next strategic planning meeting will be held on July 8th.

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

- a. Approval of May Bills
- b. May Monthly Financials
- c. Approve Kidz Klub Contract for 2019-2020
- d. Resignation Letter – Kendra Gilmer
- e. Resignation Letter – Holly Ax
- f. Resignation Letter – DeEtta Crane
- g. Resignation Letter – Heather Cichon

There was a discussion regarding Kidz Klub contract approval process with revisions suggested to the Kidz Klub contract authorization.

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

VIII. **Public Comment on Agenda Items**

None

IX. **Approval of Previous Minutes**

a. Regular Board Meeting, May 22, 2019. Diane Wujciak moved to approve minutes as written. Seconded by David Cruickshank. Motion passed unanimously.

X. **Correspondence**

- Jennifer Melero received a letter from CMU for being nominated several times by MAPSA for Charter School Teacher of the Year.
- The Academic Performance Report from CMU.
- Academic Professional Learning Opportunities.
- Article from the Tri-County Times with a wonderful article on our senior walk-through.

XI. **Board Committees**

- a. Building Committee – No update
- b. Finance Committee - Ken stated that he had conference calls with the Finance Committee regarding the new budget and the revised budget.
- c. Governance Committee - No update
- d. Marketing Committee – Met on June 25, 2019
- e. Curriculum Committee – Met on May 28, 2019
- f. ~~Governance Committee – No update~~

XII. Administrative/Education Report and Finance Report

a. Director Report –

- Julie provided an update and summary of end of year activities.
- Last week we had a team of 10 (admin and committee chairs) work three days to complete the 19-20 SIP and the Single Building District Plan.
- This week we are running “Camp Invention” with 42 students. The kids are having a great time. Jen Melero and Seath McVey are the teachers working the program with some parents working, as well.
- Thank you Todd, for your Board service. We will miss you at the Board table!

c. Curriculum Director Report –

- Presented NWEA growth and proficiency data.

d. Special Education Director –

- Exciting News-Jen Burns was approached by parents who wish to donate to our special education department. The donors want their donation to remain private. This is so very thoughtful and appreciated. The special education team is excited to purchase items that will help all of our students in our department with their disabilities in the general education setting. My heart is full!!!

e. Finance Director Report –

- Ken Kander gave an update on the State budget and the school's rating from Standard & Poor's. Ken stated that E&L Construction has been out to begin the project, but the frequent rainy days this past week has delayed their progress. Ken then discussed the details for the final revised budget, the original budgets for the General Fund and the Special Revenue Fund, and the E&L contract change order.

i. Adopt Revised General Fund Appropriations Act Resolution for 2018-2019. Stephen Jenkins moved to approve the Revised General Fund Appropriations Act Resolution for 2018-2019. Seconded by the Doreen DeBenedictus. Roll call: Joan Ehrhardt-yes, Diane Wujciak-yes, Doreen DeBenedictus-yes, Todd Rockafellow-yes, Stephen Jenkins-yes, Sara Barton-yes, David Cruickshank-yes. **Motion passed unanimously.**

ii. Adopt Original General Fund Appropriations Resolution for 2019-2020 Budget. Diane Wujciak moved to approve Original General Fund Appropriations Resolution for 2019-2020 Budget. Seconded by Sara Barton. Roll call: Joan Ehrhardt-yes, Diane Wujciak-yes, Doreen DeBenedictus-yes, Todd Rockafellow-yes, Stephen Jenkins-yes, Sara Barton-yes, David Cruickshank-yes. **Motion passed unanimously.**

iii. Adopt Special Revenue Fund Appropriations Resolution for 2019-2020 Budget. David Cruickshank moved to approve Special Revenue Fund Appropriations Resolution for 2019-2020 Budget. Seconded by Stephen Jenkins. Roll call: Joan Ehrhardt-yes, Diane Wujciak-yes, Doreen DeBenedictus-yes, Todd Rockafellow-yes, Stephen Jenkins-yes, Sara Barton-yes, David Cruickshank-yes. **Motion passed unanimously.**

iiii. Contract change order for gym barrier free ramp. Joan Ehrhardt moved to approve Contract change order for gym barrier free ramp, Seconded by Todd Rockafellow. Roll call: Joan Ehrhardt-yes, Diane Wujciak-yes, Doreen DeBenedictus-yes, Todd Rockafellow-yes, Stephen Jenkins-yes, Sara Barton-yes, David Cruickshank-yes. **Motion passed unanimously.**

XIII. New Business

a. EAS School Proposal

Doreen DeBenedictus presented a proposal from EAS for operational analysis services to support Holly Academy in evaluations of its financial resources. Doreen would like to propose the services of EAS Schools Services to analyze our current budget and give HA a finance proposal. Doreen DeBenedictus moved to approve EAS School Proposal. Seconded by Stephen Jenkins. Roll call: Joan Ehrhardt-yes, Diane Wujciak-yes, Doreen DeBenedictus-yes, Todd Rockafellow-yes, Stephen Jenkins-yes, Sara Barton-yes, David Cruickshank-yes. **Motion passed unanimously.**

b. Special Recognition-Joan Ehrhardt presented Todd Rockafellow with a plaque recognizing his long standing support and service to the Board. Joan also presented Julie Kildee with a plaque for her 17 years of service to HA.

IV. Extended Public Comment

John Von Allmen

John provided comments in support of the teachers and gave his opinion that the Board should do more to support the staff.

Jennifer Melero

Jennifer thanked HA administration for their support over the years. She also expressed her dissatisfaction with compensation.

XI. Old Business

Director Evaluation – Closed Session. Julie Kildee asked to go into closed session at 8:48pm for the purpose of the Director Evaluation. Moved by Sara Barton and Seconded by David Cruickshank Roll call: Joan Ehrhardt-yes, Diane Wujciak-yes, Doreen DeBenedictus-yes, Todd Rockafellow-yes, Stephen Jenkins-yes, Sara Barton-yes, David Cruickshank-yes. **Motion passed unanimously.**

Sara Barton moved to reconvene at 10:07 pm. Seconded by David Cruickshank. **Motion passed unanimously.**

XII. Meeting Adjournment

Diane Wujciak moved to adjourn at 10:08 pm. 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 June 26, 2019, Regular Board Meeting.

Submitted by: 
Lucy Munerance
Recording Secretary

Date: 6/28/19

I respectfully submit these Board minutes as an accurate account of the business conducted by the Holly Academy Board of Directors during the June 26, 2019, Regular Board Meeting.

Submitted by: 
Sara Barton
Secretary

Date: 8/21/19