



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

Minutes of the Annual Meeting of the Board of Directors

Date of Meeting: Wednesday, August 21, 2019

Time of Meeting: 5:30pm

Location: 820 Academy Road, Holly, Michigan

Meeting Type: Annual Special Proposed Approved

Call to Order

The meeting was called to order by Diane Wujciak at 5:34p.m.

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. Stephen Jenkins, Trustee

Mr. David Cruickshank, Trustee

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. Jennifer Melton, Office Manager

Central Michigan University Representative

Mrs. Kandy Kalbeleich-Lazell

Approval of Agenda

Doreen DeBenedictus moved to approve agenda as amended. Removed Old Business b. 2019-2020 Administrative Contracts, Item 3. Election of Officers and Item 4. Academic Performance Report were switched. Seconded by Stephen Jenkins. Motion passed unanimously.

Academic Performance Report

Jennifer Potteiger introduced Jason Sarsfield, Deputy Director for Central Michigan University. Jason discussed the Academic Performance Report with the Board. Jason pointed out Holly Academy has a strong middle school which is not common amongst other CMU schools. He also added Holly Academy is still a high performing school and he is not concerned about the decline from 2017-2018 to 2018-2019 year due to the change in the testing window.

Election of Officers

Diane Wujciak moved to appoint Joan Ehrhardt as President. Seconded by Sara Barton. **Motion passed unanimously.**
Joan Ehrhardt moved to appoint Diane Wujciak as Vice President. Seconded by Doreen DeBenedictus. **Motion passed unanimously.**

Diane Wujciak moved to appoint Sara Barton as Secretary. Seconded by Joan Ehrhardt. **Motion passed unanimously.**
Joan Ehrhardt moved to appoint Doreen DeBenedictus as Treasurer. Seconded by Diane Wujciak. **Motion passed unanimously.**

Joan Ehrhardt moved to appoint Sara Barton as FOIA Officer. Seconded by Diane Wujciak. **Motion passed unanimously.**

Strategic Planning

Julie updated the Board with information about the Strategic Plan day that took place at Diane Wujciak's home. Julie shared an email with the Board from Lisa Diaz in regards to the vision story.

Consent Agenda Items

Account Designation and Signatory Authority Resolution
Depository or Depositories for State School Aid Funds
Local Newspaper Designation Resolution
Designation of Title IX Representative Resolution
Designation of Civil Rights Representative Resolution
FOIA Coordinator Resolution
Designation of Independent Audit Firm Resolution
Designation of Legal Counsel Resolution
Designation of Homeless Children and Youth Liaison Resolution
Designation of Board Correspondence Agent Resolution
Principal Office & Public Notice Posting Location Resolution
Resolution of the Uniform Budget and Accounting Act
June Bills
July Bills
July Monthly Financials
Resignation Letters – Jennifer Gulbis, Daniel Zimmicky
Diane Wujciak moved to approve consent agenda items. Seconded by David Cruickshank. **Motion passed unanimously.**

Public Comment on Agenda Items

None

Approval of Previous Minutes

David Cruickshank moved to approve minutes from Regular Board Meeting June 26, 2019 as amended. Seconded by Diane Wujciak. **Motion passed unanimously.**

Correspondence

Board Development Series
Letter from Dr. Lorilyn Coggins
Jennifer Potteiger FOIA request

Board Committees

Building Committee – Jose Melero discussed the status of the replacement of the gym ramp and the repair of the concrete on the outside of the middle school building. Some other projects that took place over the summer consisted of the replacement of several sections of sidewalk, lighting was added to the middle school building along with a quote wall, and most classrooms in the main building received new insulated panels under the windows. Julie Kildee acknowledged Jose and his maintenance staff for the great job they have done in getting the school ready.

Finance Committee - Ken Kander informed the Board that compensation is still the current issue and with no information from the State in regards to per pupil funding, at this time, the recommendation is to only approve teacher contracts. Administration met with support staff and discussed why they would not be receiving raises at this time.

Governance Committee - Joan Ehrhardt is compiling information to give possible applicants in regards to board responsibilities. David Cruickshank will sit on this committee going forward.

Marketing Committee – Monthly meetings will begin September 19th and two events that were talked about in the Spring have taken place.

Curriculum Committee – Training for the pilot math curriculum has started and Jennifer Potteiger stated that the teachers are very excited about the new program.

Administrative/Education Report and Finance Report

Director Report

- Provided copies of color calendar
- Hired one on one parapro for autistic student and four teachers; certified staff members will be introduced to the Board at the September meeting
- Teachers returned today 8/21 and participated in half day professional development (PD) will have full day PD tomorrow and Monday
- Open houses are next Tuesday 8/27 and Wednesday 8/28
- Current enrollment is 632
- Recognize Ken for prepping so well for the annual audit, Jose and his maintenance staff for all the work they do over the summer, and Scott and Roy for all the I.T. upgrades
- It's been a pleasure working with Jenn Melton and she has done an excellent job transitioning from Greater Heights to Holly Academy
- September 7th is the Holly Day Parade and HA will be participating

Curriculum Director Report

- Information was shared in the Academic Performance Report

Special Education Director

- No updates

Finance Director Report

Fiscal Year-End Financial Statements for the School Year 2018-2019

Old Business

David Cruickshank moved to approve 2019-2020 Teacher Contracts. Seconded by Stephen Jenkins. **Joan Ehrhardt – yes, Doreen DeBenedictus – yes, Diane Wujciak – yes, Sara Barton – yes, David Cruickshank – yes, Stephen Jenkins – yes. Motion passed unanimously.**

New Business

David Cruickshank moved to approve Contract Amendment No. 3. Seconded by Stephen Jenkins. **Motion passed unanimously.**

First reading of board policies.

Discussion was held in regards to agenda format.

Extended Public Comment


None

Meeting Adjournment

David Cruickshank moved to adjourn at 7:50pm. Seconded by Sara Barton. **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 August 21, 2019, Annual Board Meeting.

Submitted by:

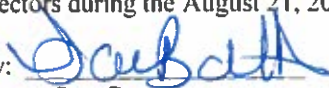

Jenn Melton
Recording Secretary

Date:

8/26/19

I respectfully submit these Board minutes as an accurate account of the business conducted by the Holly Academy Board of Directors during the August 21, 2019, Annual Board Meeting.

Submitted by:


Sara Barton
Secretary

Date:

10/30/19