



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

Minutes of the Regular Meeting of the Board of Directors

Date of Meeting: Wednesday, May 22, 2019

Time of Meeting: 5:30pm

Location: 820 Academy Road, Holly, Michigan

Meeting Type: ___ Annual ___ Special ___ Proposed X Approved

David Cruickshank took his Oath 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
Mrs. Sara Barton, Secretary/FOIA
Mr. Todd Rockafellow, Trustee
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. Linda Bain, Office Manager

III. **Approval of Agenda**

Diane Wujciak moved to approve the agenda as amended. Seconded by David Cruickshank. Move New Business b. Special Recognition to number 3. Add Board Development as number 12 and move extended comment to number 13. **Motion passed unanimously.**

IV. **Special Recognition**

Julie recognized Jennifer Melero for being nominated several times by MAPSA for Charter School Teacher of the Year. Jen has been a top 5 finalist twice in the last three years. Jen might not be Charter School Teacher of the Year, but she is Holly Academy's Teacher of the Year. There was also a write-up in the Tri-County Times for her accomplishments.

V. **Strategic Planning**

- a. Year-to-date-review – Julie reviewed the Strategic Plan with the Board.
- b. Insignia Update – We met with Insignia yesterday. We broke up into two groups to come up with a vision story. Jennifer Gulbis combined both groups input and we will revise. We will get staff input and bring the final vision story to the next Board meeting.

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

- a. Approval of April Bills
- b. April Monthly Financials
- c. Letter of Engagement for Annual Independent Financial Audit 2018-2019 with Yeo & Yeo

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

VII. **Public Comment on Agenda Items**

None

VIII. **Approval of Previous Minutes**

- a. Regular Board Meeting, April 24, 2019. Diane Wujciak moved to approve minutes as written. Seconded by Todd Rockafellow. **Motion passed unanimously.**

IX. **Correspondence**

- Board Development Series – May 30th in Novi, “Helping students overcome adverse childhood experiences through trauma-sensitive schools”.
- Board Development Series – June 27th in Novi, “Measuring Academic Progress”.

X. **Board Committees**

- a. Building Committee - Building and finance are combined, see below.
- b. Finance Committee - Ken stated that he combined the building and finance committees in a conference call to talk about the upcoming year budget. We have too many unknowns at this time for next year's budget. We will most likely use the Governor's proposal of a \$180 per pupil increase. The Board would like to have an annual update from the Facility Director in August.
- c. Curriculum Committee – no update.
- d. Governance Committee - Joan and Julie reviewed the Spring policies with Peggy Yates this past week. Todd Rockafellow has resigned from the Board of Directors after the June meeting. Linda will post an opening Board seat for a non-parent in the newsletter, Tri-County, Holly/Fenton Chamber. The Board needs to put together a schedule to set up interviews.
- e. Marketing Committee – Amber Rowen, Sara Barton, Jen P, Julie Kildee and Mel Corrigan met to go over long/short term goals. Looking at what we market internally and externally, and breaking it down. Need to get into the community more and be more strategic.

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

- a. Director Report -
 - Welcome to Board table, Dave. We're looking forward to working with you in this new capacity.
 - Thanks to Kandy for joining our meeting with Insignia yesterday.

- Enrollment for next year is currently at 646. We are optimistically hopeful for the 19/20 school year.
- On May 7th Jen, Jen, and Julie attended “Charter Day at the Capital”. It was cold and rainy, but it’s always a motivating event.
- We conducted Office Manager interviews on Monday, the 13th. There was a clear unanimous choice (Jenn Melton). We will speak in more detail about her possible hiring under “new business”.
- We’re starting to build our 19/20 School Improvement Plan. The Single District Improvement Plan is due to the state on June 30th which includes the SIP. The week after school ends we work four 8 hour days completing the plan.
- We have one fire drill and one lockdown drill we still have to administer prior to the end of the year.
- Julie will be on the Mackinac trip with the 5th graders June 4-6.
- We have many awards’ assemblies coming up. Third – eighth grades have their ceremonies in the evening. The 8th grade awards, graduation, dance, and overnight lock-in are on Saturday, June 8th, beginning at 5:30pm.
- Happy Memorial Day!

b. Curriculum Director Report – No update.

c. Special Education Director – No update.

d. Finance Director Report –

- The Senate Appropriations K-12 Subcommittee met a few weeks ago to introduce their version of the School Aid Budget for 2019-20. The Subcommittee immediately approved the bill, sending it to the full Appropriations Committee. As expected, the bill differs from the Governor’s proposed budget, which was based in part on the proposed gas tax revenue increase and the School Finance Research Collaborative (SFRC) recommendations. Please remember that the process will be ongoing as all of the Appropriation Committees work to further refine these bills. The Senate proposal increases the lowest foundation districts - which includes Holly Academy - by \$270 per pupil. The Senate also introduced a change in terminology, changing the “basic foundation allowance” to the “target foundation allowance.”

We are still early in this legislative process. The Governor’s version, including her proposal of \$180 per pupil, is certainly different from the Senate version. We have still not seen the House version. We are a long way from knowing where things might end up.

XII. Old Business

None

XIII. New Business

- a. Resolution of Board of Directors Meeting Dates 2019-2020-Sara Barton moved to accept the Resolution of Board of Directors Meeting Dates for 2019-2020 as amended. Seconded by Diane Wujciak. Motion passed unanimously.
- b. Snow days – The Board and administration reviewed snow day calendar options. The Board stated that the Academy will leave the school revised calendar as is.
- c. Director self-evaluation – Julie passed out her evaluation material and will email the Board her Strategic Plan objectives part before the next Board meeting.

- d. Office Manager Position – Julie discussed with the Board regarding offering the Office Manager position to Jen Melton. The Board had some concerns with Conflict of Interest, due to Jen Melton running the latchkey program. The Board was given communication with the academy’s lawyer, Sue Bartos. Sue Bartos stated she sees no conflict of interest in hiring Jen Melton. The Board stated that Julie needs to make it transparent to keep latchkey separate from her job as Office Manager. David Cruickshank moved to let the Director of Holly Academy offer the Office Manager position to Jennifer Melton. Seconded by Stephen Jenkins. Motion passed unanimously.

XIV. **Board Development**

Joan stated the New board members orientation will be in July. Joan asked if we could send the Fall policies to the Board. Linda will email the Fall policies to all the Board members.

XV. **Extended Public Comment**


- Rebecca Maly This is in regards to the calendar discussion. My children attended Holly Academy. We are a school of excellence. I feel Julie’s idea is a compromise. Personally, I love the school, and make a lot less than I made years ago as a teacher. We are a staff of excellence and we go above and beyond for the school. I feel the Board does not value the staff, and is more concerned with appearances. What if we do not make the 60% count on the last day of school, do we get charged? We have to do report cards, CA60’s, clean our rooms, etc. on our last half day. This puts a lot of extra stress on teachers.
- Nancy Rogman I echo what Becky has stated. My children also attended Holly Academy. We put in a lot of extra hours. CA60’s take hours and this is a lot of stress on teachers. We are not allowed to pack up our rooms when students are still here, I have a summer job that starts the following Monday we get done.
- Casey Moore I have two children that attend Holly Academy. I worked in the office last year helping with CA60’s and it is chaos, a lot of coordination. The teachers work very hard here and are always available to parents. On the day we made up in March and did not make count, all they did was watch movies. Is Friday the last day really an instruction day?
- Lori Sheppard Julie, thank you for always making suggestions and having our back. We can not finish CA60’s till our report cards are done, which will be very difficult having students through the 14th.
- Elizabeth Von Allmen I side with the teachers and would like them to have time to get their stuff done. Maybe we can do a parent push asking for help on field day so teachers have more time. Julie stated this is a legal issue not having a certified staff present.
- Susana Wight Welcome new Board members. I feel the Board is more concerned about public perception. Parents know about the 4 emergency days. There is no educational value going till the 14th.
- Barb Bunker I have talked to a lot of parents recently and they are not happy about getting out on the 14th (and were not happy about the Good Friday date we rescheduled), especially knowing we got 4 emergency days granted by the State. A lot of parents are leaving town for vacation on that day.

XVI. Meeting Adjournment

Sara Barton moved to adjourn at 7:30pm. Seconded by Diane Wujciak. 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 May 22, 2019, Regular Board Meeting.

Submitted by:

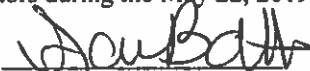

Linda Bain
Recording Secretary

Date:

5-24-19

I respectfully submit these Board minutes as an accurate account of the business conducted by the Holly Academy Board of Directors during the May 22, 2019, Regular Board Meeting.

Submitted by:


Sara Barton
Secretary

Date:

6-26-19