



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

Minutes of the Annual Virtual Meeting of the Board of Directors

Date of Meeting: Wednesday, August 19, 2020

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 Joan Ehrhardt at 5:35p.m.

#### **Roll Call**

##### **Members Present:**

Mrs. Joan Ehrhardt, President  
Mrs. Diane Wujciak, Vice-President  
Mrs. Doreen DeBenedictus, Treasurer  
Mr. Stephen Jenkins, Director (joined at 5:40pm)  
Mr. David Cruickshank, Director  
Mr. Dylan Adams, Director

##### **Staff Present:**

Ms. Julie Kildee, Director  
Mrs. Jen Potteiger, Curriculum Director  
Ms. Jen Burns, Special Education Director  
Mr. Ken Kander, Director of Finance

##### **Central Michigan University Representative**

Mrs. Shada Biabani

##### **Approval of Agenda**

Dave Cruickshank moved to approve agenda as revised. Seconded by Diane Wujciak. Joan Ehrhardt – yes, Diane Wujciak – yes, Doreen DeBenedictus – yes, Dylan Adams – yes, David Cruickshank – yes. Motion passed unanimously.

##### **Election of Officers**

Dave Cruickshank moved to appoint the following board members as officers. Seconded by Stephen Jenkins. Joan Ehrhardt – yes, Diane Wujciak – yes, Doreen DeBenedictus – yes, Stephen Jenkins – yes, Dylan Adams – yes, David Cruickshank – yes. Motion passed unanimously.

President – Dave Cruickshank  
Vice President – Joan Ehrhardt  
Secretary – Dylan Adams  
Treasurer – Stephen Jenkins  
FOIA Officer – Dylan Adams

### Consent Agenda Items

Enrollment Information

July Bills & Deposits

July Monthly Financials

Susan McClelland Resignation Letter

Melissa Shulman Resignation Letter

Jennifer Will Resignation Letter

### Operating Resolutions

Local Newspaper Designation Resolution – Tri-County

Designation of Title IX Representative Resolution – Ken Kander

Designation of Civil Rights Representative Resolution – Ken Kander

FOIA Coordinator Resolution – Board Secretary

Designation of Independent Audit Firm Resolution – Yeo & Yeo

Designation of Legal Counsel Resolution – Cummings, McClorey, Davis & Aho

Designation of Homeless Children and Youth Liaison Resolution – Shawna Phillips

Designation of Board Correspondence Agent Resolution – Jenn Melton

Principal Office & Public Notice Posting Location Resolution – front/back of school and by the school office staff

Resolution of the Uniform Budget and Accounting Act – Ken Kander

School Safety Commission Liaison Resolution – Jose Melero

Dave Cruickshank moved to approve consent agenda items. Seconded by Stephen Jenkins. Joan Ehrhardt – yes,

Diane Wujciak – yes, Doreen DeBenedictus – yes, Stephen Jenkins – yes, Dylan Adams – yes, David

Cruickshank – yes. Motion passed unanimously.

### Public Comment on Agenda Items

None

### Approval of Previous Minutes

Dave Cruickshank moved to approve minutes from Regular Virtual Board Meeting July 29, 2020 as written.

Seconded by Dylan Adams. Joan Ehrhardt – yes, Diane Wujciak – yes, Doreen DeBenedictus – yes, Stephen Jenkins – yes, Dylan Adams – yes, David Cruickshank – yes. Motion passed unanimously.

### New Business

Lisa Crawford discussed the results of the 19/20 Parent Survey with the Board. Lisa highlighted the strengths and the opportunities for improvement. Julie Kildee will address the survey results and include how parents can be involved in a September newsletter.

Julie Kildee shared the results from the Return to School Commitment Survey with the Board. There was discussion in regards to the numbers and percentages of fulltime, blended and online students.

### Correspondence

Julie Kildee – CMU letter in regards to Holly Academy's preparedness/response plan. Once again HA was the first school to submit their plan.

Julie Kildee shared the parental consent for virtual enrollment and informed the Board each student needs to have the form signed by a parent. All virtual students must have an Education Development Plan (EDP). Julie and Jen Potteiger are currently working on these. Shada Biabani suggested the virtual form be sent to legal counsel to look it over.

Dave Cruickshank moved to approve Account Designation and Signatory Authority Resolution. Seconded by Diane Wujciak. Joan Ehrhardt – yes, Diane Wujciak – yes, Doreen DeBenedictus – yes, Stephen Jenkins – yes, Dylan Adams – yes, David Cruickshank – yes. Motion passed unanimously.

Stephen Jenkins moved to approve Depository or Depositories for State School Aid Funds. Seconded by Dave Cruickshank. Joan Ehrhardt – yes, Diane Wujciak – yes, Doreen DeBenedictus – yes, Stephen Jenkins – yes, Dylan Adams – yes, David Cruickshank – yes. Motion passed unanimously.

Dave Cruickshank moved to approve Board Policy 2266 Title IX effective August 14, 2020. Seconded by Diane Wujciak. Joan Ehrhardt – yes, Diane Wujciak – yes, Doreen DeBenedictus – yes, Stephen Jenkins – yes, Dylan Adams – yes, David Cruickshank – yes. Motion passed unanimously.

Dave Cruickshank moved to delete Board Policy 5517. Seconded by Diane Wujciak. Joan Ehrhardt – yes, Diane Wujciak – yes, Doreen DeBenedictus – yes, Stephen Jenkins – yes, Dylan Adams – yes, David Cruickshank – yes. Motion passed unanimously.

## **Reports**

**Director** – In addition to the report included in the board packet Julie commended Jenn Melton on all her work scheduling the in person, blended and online students. Camp Invention went great! Jen Melero, Tina Craven and Stacy Price are currently running camps. Kudos to all of them they are doing an awesome job.

**Curriculum Director** – Jen Potteiger, Julie Kildee, Tina Craven and the teachers for Y5-2<sup>nd</sup> grade met to discuss Odysseyware. They determined it is not the best fit for those grades and they will use Google Classroom instead. Teachers will be videotaping their lessons and it will be aligned with what is being done in the classroom.

**Finance Director** – Ken Kander discussed the items on his report that was sent in the board packet. In addition Yeo & Yeo will be at Holly Academy on Monday, August 24<sup>th</sup> for the audit. Holly Academy will not receive funds from the Governor's Emergency Education Relief (GEERF) as this targets schools with at least 50% poverty.

**Building Committee** – No updates

**Finance Committee** – Held a conference call on August 11<sup>th</sup> to discuss enrollment, staff changes, and possible adjustments to the original budget.

**Governance Committee** – No updates.

**Marketing Committee** – Need to look at getting new committee members. Julie Kildee thanked Roy McKee and Lisa Crawford for all their help over the summer.

**COVID 19 Taskforce** – The last meeting was held August 10<sup>th</sup>. Survey results were looked at and wrapped up things. Julie was asked if the taskforce was helpful. She stated the diverse group provided many different points of view and she was thankful for all that information. As far as helping with the work load, no, it was not helpful. Dylan Adams asked what the number of cases would be to recommend the closure of school. Julie Kildee has been in contact with the Health Department and they will not provide clear guidance. Diane Wujciak thanked everyone on the task force for all their help.

## **Extended Public Comment**

Shada Biabani discussed the email that was sent from CMU and the extended COVID learning plans. Monday, August 24<sup>th</sup> Jason Sarsfield will host a webinar discussing the information sent in the email. An application for a board position was received.

Kimberly Harter – I am new but I would say for dress code for a four year old the character shoe is one for me. I don't see why that would be an issue. They are four.

Anonymous Attendee – Will people be able to change their choice on how they return after the start of the school year?

Andrew T -Has another 1<sup>st</sup> grade teacher been identified?

McKenzie Hedrick – How will the material for Y5-2 be different than the packets we had in the spring?

Kerry Vetter – Is some of the angel money still going towards fixing the bathrooms?

Sanja Slijivar Lovria - Why were there no additional teachers reallocated to the virtual academy based on parents response indicating 187 virtual students? Two teachers for 187+ sounds excessive and is far above maximum students other schools are limiting their virtual support teachers for similar type of virtual program.

## **Board Comments**

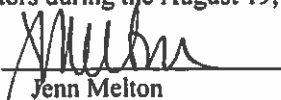
Dave Cruickshank stated he knows the board applicant, Amy Hillman, and would prefer not to be part of the interview process.

Joan Ehrhardt would like a facility tour for the Board.

## **Meeting Adjournment**

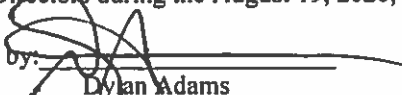
Dave Cruickshank moved to adjourn at 7:18pm. Seconded by Stephen Jenkins. Joan Ehrhardt – yes, Diane Wujciak – yes, Doreen DeBenedictus – yes, Stephen Jenkins – yes, Dylan Adams – yes, David Cruickshank – yes. Motion passed unanimously.

I respectfully submit these Board minutes as an accurate account of the business conducted by the Holly Academy Board of Directors during the August 19, 2020, Virtual Annual Board Meeting.

Submitted by:   
Jenn Melton  
Recording Secretary

Date: 8/24/2020

I respectfully submit these Board minutes as an accurate account of the business conducted by the Holly Academy Board of Directors during the August 19, 2020, Virtual Annual Board Meeting.

Submitted by:   
Dyan Adams  
Secretary

Date: 9/23/2020