



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

Minutes of the Regular Meeting of the Board of Directors

Date of Meeting: Wednesday, November 18, 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 Dave Cruickshank at 5:33p.m.

#### **Roll Call**

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

Mr. Dave Cruickshank, President  
Mrs. Joan Ehrhardt, Vice-President (via Zoom)  
Mr. Stephen Jenkins, Treasurer  
Mr. Dylan Adams, Secretary / FOIA  
Mrs. Diane Wujciak, Director  
Mrs. Doreen DeBenedictus, Director (via Zoom)

##### **Administrative 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 Present:**

Mrs. Shada Biabani (via Zoom)

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

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

##### **Consent Agenda Items**

Enrollment Information  
October Bills & Deposits  
October Financial Statements  
Final Reading of Board Policy 8321  
Rebecca Torrey Resignation Letter  
Diane Wujciak moved to accept consent agenda items. Seconded by Stephen Jenkins. Diane Wujciak – yes, Stephen Jenkins – yes, Dylan Adams – yes, Doreen DeBenedictus – yes, Joan Ehrhardt – yes, Dave Cruickshank – yes. Motion passed unanimously.

##### **Public Comment on Agenda Items**

None

### Approval of Previous Minutes

Diane Wujciak moved to approve minutes from Board Meeting October 28, 2020 as written. Seconded by Dylan Adams. Diane Wujciak – yes, Stephen Jenkins – yes, Dylan Adams – yes, Doreen DeBenedictus – yes, Joan Ehrhardt – yes, Dave Cruickshank - yes. Motion passed unanimously.

### New Business

#### Correspondence

Dave Cruickshank – Email form Central Michigan University regarding board appointments.

Julie Kildee – Weekly COVID-19 report, for the week ending November 13, 2020. The previous two weeks were included in the packet.

#### Public Comment on the Extended COVID-19 Learning Plan

None

Julie Kildee discussed changing in person learning to virtual learning for all students the week of December 14<sup>th</sup> – December 18<sup>th</sup>. Diane Wujciak moved to approve Monthly Extended COVID-19 Learning Plans (ECLP) Actions Resolution. Seconded by Stephen Jenkins. Diane Wujciak – yes, Stephen Jenkins – yes, Dylan Adams – yes, Doreen DeBenedictus – yes, Joan Ehrhardt – yes, Dave Cruickshank - yes. Motion passed unanimously.

Jose Melero discussed the restroom renovation proposal with the Board. Diane Wujciak moved to approve the proposal for the restroom renovation. Seconded by Stephen Jenkins. Diane Wujciak – yes, Stephen Jenkins – yes, Dylan Adams – yes, Doreen DeBenedictus – yes, Joan Ehrhardt – yes, Dave Cruickshank - yes. Motion passed unanimously.

Doreen DeBenedictus moved to approve Revised General Fund Appropriations Act Resolution for 2020-2021. Seconded by Diane Wujciak. Diane Wujciak – yes, Stephen Jenkins – yes, Dylan Adams – yes, Doreen DeBenedictus – yes, Joan Ehrhardt – yes, Dave Cruickshank - yes. Motion passed unanimously.

Stephen Jenkins moved to approve Resolution for Authorization to Sign Agreement with Oakland County. Seconded by Dylan Adams. Diane Wujciak – yes, Stephen Jenkins – yes, Dylan Adams – yes, Doreen DeBenedictus – yes, Joan Ehrhardt – yes, Dave Cruickshank - yes. Motion passed unanimously.

Dylan Adams moved to approve Agreement for CARES Act Distribution Between Oakland County and Holly Academy. Seconded by Stephen Jenkins. Diane Wujciak – yes, Stephen Jenkins – yes, Dylan Adams – yes, Doreen DeBenedictus – yes, Joan Ehrhardt – yes, Dave Cruickshank - yes. Motion passed unanimously.

Stephen Jenkins moved to approve staff contracts. Seconded by Diane Wujciak. Diane Wujciak – yes, Stephen Jenkins – yes, Dylan Adams – yes, Doreen DeBenedictus – yes, Joan Ehrhardt – yes, Dave Cruickshank - yes. Motion passed unanimously.

Stephen Jenkins moved to approve administrative contracts. Seconded by Diane Wujciak. Diane Wujciak – yes, Stephen Jenkins – yes, Dylan Adams – yes, Doreen DeBenedictus – yes, Joan Ehrhardt – yes, Dave Cruickshank - yes. Motion passed unanimously.

### Reports

**Director** – In addition to the report included in the board packet Julie Kildee discussed the following. Board packets are not getting delivered in time for the members to have them at the meeting. The board agreed that packets will be mailed electronically and a hard copy will be provided at the meeting. Jenn Melton will research the possibility of separating the items so members can find the information easier while viewing it electronically. Julie has received over 30 resumes and information from two different companies that offer accounting services for other charter schools. First round interviews will be conducted on December 3<sup>rd</sup> and 4<sup>th</sup> and second round interviews will take place on December 11<sup>th</sup>. Julie will also meet with the companies. Oakland ISD would have to hire an individual to offer accounting services to Holly Academy. The cost would be upwards of \$215,000. Genesee ISD has not offered services to schools in other counties. Ken Kander has a call into Genesee ISD to see if they would be willing to. Doreen DeBenedictus asked about Wayne County. The administrative team along with Julie and Dave Cruickshank met with Central Michigan University last week in regards to reauthorization. CMU stated they are happy to offer Holly Academy a ten year contract.

**Curriculum Director** – Jen Potteiger discussed the NWEA fall testing data with the Board.

**Finance Director** – Included in the Board packet.

**Building Committee** – Restroom renovations were discussed earlier.

**Finance Committee** – Included in the Board packet.

**Governance Committee** – Dave Cruickshank stated he will be in contact with the board members whose terms are ending.

**Marketing Committee** – Dave Cruickshank would like to set up a meeting with Julie in about 45 days.

**COVID 19 Taskforce** – Julie Kildee touched base with the taskforce asking for their opinions regarding switching to remote learning the week before break so staff could quarantine before the holidays.

**Extended Public Comment**

Barb Bunker, parent of a 4<sup>th</sup> and 7<sup>th</sup> grader, commented about the restroom renovation and extending the winter break to possibly help with completing the project.

**CMU and Board Comments**

Shada Biabani shared upcoming board events, information about members whose terms are expiring, and CMU will be closed from December 14<sup>th</sup> until January 4<sup>th</sup>.

Doreen DeBenedictus shared information about the strategic plan meeting that took place.

Joan Ehrhardt suggested ideas for recruiting new board members.

Diane Wujciak asked about the finance director position and should the board be more involved with this decision.

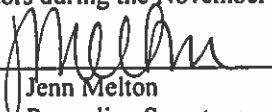
Dylan Adams asked how the information from the interviews and companies that submitted proposals would be presented at the December meeting.

Dave Cruickshank asked about fixing the hole at the corner where you turn into the parking lot.

**Meeting Adjournment**

Dylan Adams moved to adjourn at 8:00pm. Seconded by Doreen DeBenedictus. Diane Wujciak – yes, Stephen Jenkins – yes, Dylan Adams – yes, Doreen DeBenedictus – yes, Joan Ehrhardt – yes, Dave 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 November 18, 2020, Board Meeting.

Submitted by:   
Jenn Melton  
Recording Secretary

Date: 11/23/2020

I respectfully submit these Board minutes as an accurate account of the business conducted by the Holly Academy Board of Directors during the November 18, 2020, Board Meeting.

Submitted by: Dylan Adams - virtual meeting  
Dylan Adams  
Secretary

Date: 12/16/2020