



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

Minutes of the Regular Meeting of the Board of Directors

Date of Meeting: Wednesday, January 27, ~~2020~~ 2021

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 5:32p.m.

Roll Call

Members Present:

Mr. Dave Cruickshank, President

Mrs. Joan Ehrhardt, Vice-President attending remotely from Springfield, Illinois and arrived at 5:41pm

Mr. Dylan Adams, Secretary / FOIA arrived at 5:50 pm

Mrs. Diane Wujciak, Director

Mrs. Doreen DeBenedictus, Director attending remotely from New London, North Carolina

Mrs. Amy Hillman, Director

Members Absent:

Mr. Stephen Jenkins, Treasurer

Administrative Staff Present:

Ms. Julie Kildee, Director

Mrs. Jen Potteiger, Curriculum Director

Ms. Jen Burns, Special Education Director

Mr. Jose Melero, Facilities Director

Mr. Adam Holcomb, Finance Department

Central Michigan University Representative Present:

Mrs. Shada Biabani

Approval of Agenda

Diane Wujciak moved to approve the agenda as amended. Seconded by Doreen DeBenedictus. Amy Hillman – yes, Diane Wujciak – yes, Doreen DeBenedictus, Dave Cruickshank - yes. Motion passed unanimously.

Consent Agenda Items

Enrollment Information

December Bills & Deposits

Second Quarter Ended December 31, 2020 Financial Statements

Doreen DeBenedictus moved to accept consent agenda items. Seconded by Diane Wujciak. Amy Hillman – yes, Diane Wujciak – yes, Doreen DeBenedictus, 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 December 16, 2020 as written. Seconded by Amy Hillman. **Amy Hillman – yes, Diane Wujciak – yes, Doreen DeBenedictus, Dave Cruickshank - yes. Motion passed unanimously.**

New Business

Correspondence

Julie Kildee – Several meetings with CMU regarding reauthorization.

Strategic Plan Review

Julie Kildee discussed the plan and the Board is pleased with the progress.

Succession Planning Committee

A committee consisting of Dave Cruickshank, Diane Wujciak and Doreen DeBenedictus was formed. A work session will be scheduled to lay the groundwork and time line for finding a replacement for the director position. Julie Kildee will be retiring at the end of the 2021-2022 school year. There will be an opportunity for parents and staff to volunteer for this committee.

Public Comment on the Extended COVID-19 Learning Plan (ECLP)

None

The Board held discussion on the ECLP. Diane Wujciak moved to approve Monthly Extended COVID-19 Learning Plan (ECLP) Actions Resolution. Seconded by Dylan Adams. **Amy Hillman – yes, Diane Wujciak – yes, Doreen DeBenedictus, Dylan Adams – yes, Joan Ehrhardt – yes, Dave Cruickshank - yes. Motion passed unanimously.**

Diane Wujciak moved to approve Matt Gerard Board Nomination. Seconded by Dylan Adams. **Amy Hillman – yes, Diane Wujciak – yes, Doreen DeBenedictus, Dylan Adams – yes, Joan Ehrhardt – yes, Dave Cruickshank - yes. Motion passed unanimously.**

Matt Gerard introduced himself and stated he is excited to be part of the Board.

Diane Kullis introduced herself and is excited to share her knowledge and experience in education with the Board. She has been in the educational setting since 1970.

Amy Hillman moved to approve Diane Kullis Board Nomination. Seconded by Doreen DeBenedictus. **Amy Hillman – yes, Diane Wujciak – yes, Doreen DeBenedictus, Dylan Adams – yes, Joan Ehrhardt – yes, Dave Cruickshank - yes. Motion passed unanimously.**

Dylan Adams moved to approve Special Education Director contract. Seconded by Diane Wujciak. **Amy Hillman – yes, Diane Wujciak – yes, Doreen DeBenedictus, Dylan Adams – yes, Joan Ehrhardt – yes, Dave Cruickshank - yes. Motion passed unanimously.**

Diane Wujciak moved to approve Facilities Director contract. Seconded by Doreen DeBenedictus. **Amy Hillman – yes, Diane Wujciak – yes, Doreen DeBenedictus, Dylan Adams – yes, Joan Ehrhardt – yes, Dave Cruickshank - yes. Motion passed unanimously.**

Diane Wujciak moved to approve Account Signatory Resolutions for Custodial, Special Revenue and Petty Cash accounts. Seconded by Dylan Adams. **Amy Hillman – yes, Diane Wujciak – yes, Doreen DeBenedictus, Dylan Adams – yes, Joan Ehrhardt – yes, Dave Cruickshank - yes. Motion passed unanimously.**

Dylan Adams moved to approve MAST Financial Agreement subject to the language in 5.1 Termination by MAST be added to section 5.2 Termination by Academy. Seconded by Amy Hillman. **Amy Hillman – yes, Diane Wujciak – yes, Doreen DeBenedictus, Dylan Adams – yes, Joan Ehrhardt – yes, Dave Cruickshank - yes. Motion passed unanimously.**

Diane Wujciak moved to approve Resolution Title IX Representative. Seconded by Dylan Adams. Amy Hillman – yes, Diane Wujciak – yes, Doreen DeBenedictus, Dylan Adams – yes, Joan Ehrhardt – yes, Dave Cruickshank - yes. Motion passed unanimously.

Reports

Director – In addition to the report included in the board packet Julie Kildee added they have ramped up marketing. The over the road banner went up and Amy Hillman will look into extending the time it is displayed. January is school board appreciation month. Julie thanked the Board for their service and commitment to Holly Academy.

Curriculum Director – Jen Potteiger discussed the Fall 2020-21 COVID-19 Performance Impact Report and NWEA winter testing with the Board. Jen and Julie met with Nichole Thrush from CMU regarding curriculum for reauthorization. Jen thanked the Board for all they do for Holly Academy.

Special Education Director – In addition to the report included in the Board packet Jen Burns informed the Board she hired a special education teacher and she will start on February 8th. On February 22nd HA will offer a virtual Y5/Kindergarten meet and greet. Postcards will be sent out to the local community with the information. The kindergarten teachers will be distributing this information along with a goodie bag to daycares in the area.

MAST Financial – Adam Holcomb stated he met with Ken Kander daily and the transition has been very smooth. He added this is a great school and team to work with and he is very impressed with the campus. Adam gave an overview of the bond refinancing.

Finance/Building Committee – Jose Melero presented the Master Development Plan and discussion was held.

Governance Committee – None

Marketing Committee – None

COVID 19 Taskforce – No meeting last month.

Extended Public Comment

Matt Gerard asked a question about testing.

CMU and Board Comments

Shada Biabani informed the Board March 31, 2021 will be the last day to hold virtual meetings. February 24th and February 26th CMU will host new board member orientation webinars. Shada suggested encouraging the other board candidates to join committees. Shada shared CMU is very thankful for the commitment board members take on and want them to know how much they are appreciated.


Dylan Adams commented it was a great meeting, with good moves and feels Holly Academy is headed in a positive direction.

Dave Cruickshank stated things are looking good.

Meeting Adjournment


Diane Wujciak moved to adjourn at 8:21pm. Seconded by Dylan Adams. Amy Hillman – yes, Diane Wujciak – yes, Doreen DeBenedictus, Dylan Adams – 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 January 27, 2021, Board Meeting.

Submitted by: 
Jenn Melton
Recording Secretary

Date: 2/2/2021

I respectfully submit these Board minutes as an accurate account of the business conducted by the Holly Academy Board of Directors during the January 27, 2021, Board Meeting.

Submitted by: 
Dylan Adams
Secretary

Date: 2/24/2021