



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

Minutes of the Regular Meeting of the Board of Directors

Date of Meeting: Wednesday, February 24, 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 5:35p.m.

Roll Call

Members Present:

Mr. Dave Cruickshank, President

Mrs. Joan Ehrhardt, Vice-President attending remotely from Springfield, Illinois and arrived at 5:40pm

Mr. Dylan Adams, Secretary / FOIA arrived at 6:11 pm

Mrs. Doreen DeBenedictus, Director

Mr. Stephen Jenkins, Treasurer

Mrs. Amy Hillman, Director, attending remotely from Holly, MI

Members Absent:

Mrs. Diane Wujciak, Director

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

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

Consent Agenda Items

Enrollment Information

January Bills & Deposits

January Financials

Wendy Doyle Resignation Letter

Stephen Jenkins moved to accept consent agenda items. Seconded by Doreen DeBenedictus. Amy Hillman – yes, Stephen Jenkin - yes, Doreen DeBenedictus, Dave Cruickshank– yes. Motion passed unanimously.

Public Comment on Agenda Items

None

Approval of Previous Minutes

Doreen DeBenedictus moved to approve minutes from Board Meeting January 27, 2021 as amended. Seconded by Stephen Jenkins . Amy Hillman – yes, Stephen Jenkins – yes, Doreen DeBenedictus, Dave Cruickshank – yes. Motion passed unanimously.

New Business

Correspondence

Dave Cruickshank received correspondence from CMU regarding Board Development.

Strategic Plan Review

Julie Kildee discussed finishing up the plan and aligning vision with the culture piece of the Strategic Plan.

Director Evaluation

Discussion was held regarding Julie Kildee’s evaluation.

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

None

Stephen Jenkins moved to approve Monthly Extended COVID-19 Learning Plan (ECLP) Actions Resolution. Seconded by Doreen DeBenedictus. Amy Hillman – yes, Stephen Jenkins – yes, Doreen DeBenedictus, Joan Ehrhardt – yes, Dave Cruickshank - yes. Motion passed unanimously.

MAST Financial Contract

Stephen Jenkins moved to approve MAST Financial Contract. Seconded by Doreen DeBenedictus. Stephen Jenkins – yes, Doreen DeBenedictus - yes, Joan Ehrhardt – yes, Dave Cruickshank – yes, Amy Hillman – yes. Motion passed unanimously.

Staff Contracts

Amy Hillman moved to approve Staff Contracts. Seconded by Joan Ehrhardt. Amy Hillman – yes, Doreen DeBenedictus, Joan Ehrhardt – yes, Dave Cruickshank – yes, Stephen Jenkin - yes. Motion passed unanimously.

Reports

Director – Julie Kildee apologized that the count on Count Day was incorrect. The student count was 616, not 618. The Young 5/Kindergarten Meet and Greet was held on February 22nd. The virtual meeting went extremely well and we had 29 families join virtually.

Curriculum Director – Jen Potteiger discussed the NWEA growth report from CMU posted on our transparency page. Jen Potteiger attended the state testing conference last week. She discussed the waiver MDE has requested from USED and the potential impacts on testing. She will continue to keep the Board notified of any changes.

MAST Financial – Adam Holcomb stated he met with the Finance Committee on February 9th and mapped out changes for next year. Adam stated that Skyward is not being utilized to its full potential, and would like to use Skyward for the financial side. Holly Academy has received \$187,136.00 from the Education Emergency Relief Fund. These funds will need to be used for COVID related items. Adam also gave an update on the refinancing of the bonds.

Finance/Building Committee – Jose Melero met with the architect on a preliminary plan for the school addition and renovation. He will be finalizing a plan and present it at the next Board meeting.

Governance Committee – None

Marketing Committee – Julie Kildee stated that Matt Gerard and Mackenzie Hedrick are interested in being on the Marketing Committee.

Succession Planning Committee

A committee consisting of Dave Cruickshank, Diane Wujciak and Doreen DeBenedictus will be working on a timeline for Julie Kildee’s retirement. Doreen DeBenedictus spoke to a representative at Michigan Leadership Institute regarding the possibility of using their services. There will be a Board Workshop in March for the succession plan.

Extended Public Comment

Diane Kullis stated that she has been involved with the Michigan Leadership Institute and said it takes almost a year to go through the process. Matt Gerard and Diane Kullis would like to be part of the Board Workshop in March.

CMU and Board Comments

Shada Biabani discussed the Open Meetings Act regarding the Board Workshop. Shada informed the Board that on P. 29 of the Open Meetings Act it states that the Workshop needs to be open to the public and posted. The Board will need Joan Ehrhardt and Diane Wujciak’s resignation prior to the April Board meeting. Tomorrow, February 25th there is a Board Development series at 4:00pm. There is also a podcast on Social and Emotional Learning. Shada also stated that at the end of March all virtual meetings will end. Amy Hillman stated that all Board Workshops need to be open to the public.

Dave Cruickshank thanked the Board for all the matrix information. At the March Board meeting all the committees will be revamped with new members.

Meeting Adjournment

Dylan Adams moved to adjourn at 7:45pm. Seconded by Doreen DeBenedictus. Amy Hillman – yes, Doreen DeBenedictus – yes, Dylan Adams – yes, Joan Ehrhardt – yes, Stephen Jenkins – 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 February 24, 2021, Board Meeting.

Submitted by: Lucy Munerance
Lucy Munerance
Recording Secretary

Date: 3/3/21

I respectfully submit these Board minutes as an accurate account of the business conducted by the Holly Academy Board of Directors during the February 24, 2021, Board Meeting.

Submitted by: Stephen Jenkins
~~Dylan Adams~~ Stephen Jenkins
Acting Secretary

Date: 24 Mar 21