



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

Minutes of the Regular Meeting of the Board of Directors
Date of Meeting: Wednesday, April 19, 2023
Time of Meeting: 5:32pm
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 5:32pm.

Roll Call

Members Present

Mr. Dave Cruickshank, President
Mrs. Diane Kullis, Vice President
Mr. Stephen Jenkins, Treasurer
Mr. Dylan Adams, Secretary / FOIA
Mr. Brian Potteiger, Director
Mrs. Amy Hillman, Director (left at 6:40pm)
Mr. Matt Gerard, Director

Members Absent

None

Administrative Staff Present

Mr. Derrick Bushon, Director
Mr. Christopher Kidd, Curriculum Director
Mr. Adam Holcomb, Finance Department
Jennifer Burns, Special Education Director
Mr. Jose Melero, Maintenance Director

Approval of Agenda

Dave Cruickshank moved to approve the agenda as amended. Seconded by Dylan Adams . **Motion passed unanimously.**

Consent Agenda

Diane Kullis moved to accept consent agenda items. Seconded by Stephen Jenkins. **Motion passed unanimously.**

1. Enrollment Information
2. March Financials

Public Comment on Agenda Items

None

Approval of Previous Minutes

Brian Potteiger moved to approve minutes as written from Board Meeting March 22, 2023. Seconded by Dylan Adams. **Motion passed unanimously.**

New Business

E & L Construction Group – Jose Melero presented to the Board the parking lot project plan. The front parking lot picking up and drop off lanes will be reconstructed at a cost of \$330,906. Stephen Jenkins moved to approve E & L construction for the paving of the parking lot. Seconded by Dylan Adams. **Motion passed unanimously.** Dave Cruickshank-yes, Diane Kullis-yes, Stephen Jenkins-yes, Dylan Adams-yes, Brian Potteiger-yes, Amy Hillman-yes, Matt Gerard-yes.

Employee of the Quarter Presentation – Sovita Credit Union presented the awards to Jennifer Melton, Office Manager, Michelle Bunyak, Young 5s teacher, and Mrs. Sheppard, fifth grade teacher.

Correspondence – Chris Kidd received a card from a parent who recently switched her child to Holly Academy. The parent appreciated the support she received from Mr. Kidd and her child is extremely happy with the school. Derrick Bushon received emails from concerned parents regarding the Nashville incident. Mr. Bushon is gathering information for different security options at Holly Academy.

Food Service – Adam Holcomb discussed the budget regarding the loss of \$47,000 for food service at the school. Mr. Holcomb is hoping that legislation funds will be increased to cover food service for the fall. Dave Cruickshank would like feedback in the parent survey regarding food service.

Strategic Plan Goal Update – Derrick Bushon provided feedback on the Strategic Plan. He will have more updates in May. The Apptegy App is was purchased and training is currently happening with staff members. The App will provide a great social media presence for the school. We are working hard to get the Holly Academy name in the area. Advertising for the school has been in the Tri-County and Citizen newspaper along with mailings and visits to pre-schools.

Reports

Director – Derrick Bushon stated the month of May is extremely busy with activities. There are many field trips, classroom activities, and spring concerts. He would love to see Board members at some of the events.

Curriculum Director – Chris Kidd discussed his report with the Board and his proposal of Community Education at Holly Academy.

Special Education Director – Jen Burns provided a report to the Board in their packet. The technology interviews occurred last week but are on hold for the moment.

MAST Financial – Adam Holcomb provide his report to the Board in their packet.

CMU – Fred Borowski stated that Holly Academy has a protected partnership with CMU and wants to make sure the school uses the tools that are available. He presented the Board with a postcard of the 2023 Annual Conference on August 15, 2023. He would like as many educators, staff, and administration as possible to attend.

Extended Public Comment

Leigh Fitzpatrick made a public comment. “I am glad we are moving forward with the Community Education Project. People don’t realize that Holly Academy exists and anything we can do to get our name in the community will be beneficial. I am looking forward to the open enrollment event on Monday and hope we have great attendance.”

Janice Michalak made a public comment. “I want to make sure that the school is aware that there is a program to refurbish chrombooks and wants to make sure we are taking advantage of the program.”

Board Comments

Matt Gerard asked about the Holly Academy emails that the Board has received and wants to switch from personal email to HA emails.

Brian Potteiger believes the school is going in the right direction.


Dylan Adams wanted to thank everyone.

Dave Cruickshank agrees with Leigh Fitzpatrick and understands what she stated and agrees that it is important to improve the schools marketing and communication. Congratulations to all the Employees of the Quarter.

Meeting Adjournment

Stephen Jenkins moved to adjourn at 7:28pm. Seconded by Dylan Adams. **Motion passed unanimously.**

I respectfully submit these proposed Board minutes as an accurate account of the business conducted by the Holly Academy Board of Directors during the April 19, 2023 Board Meeting.

Submitted by: 
Lucy Murrance
Recording Secretary

Date: 4/21/23

I respectfully submit these approved Board minutes as an accurate account of the business conducted by the Holly Academy Board of Directors during the April 19, 2023 Board Meeting.

Submitted by: 
Dylan Adams
Secretary

Date: 5/17/23