

MINUTES
of the Annual Meeting
of the Concord Academy Petoskey
Board of Directors
Held at 2468 Atkins Road, Petoskey, MI 49770

June 22, 2018
4:30pm

Board Members present: Mandi Garber, Erik VanHorn, and Kathy Jacobsen
Board Members absent: Robert Brown
LSSU Representative: Larry Kubovchick
Staff: Director, Angie Way, Assistant Director, Kali Kondrat and
Bookkeeper, Laurie Coy
LEM: N/A

- I. Meeting called to order by Mandi Garber, Board of Director's Treasurer, at 4:36 pm.
- II. Roll Call called: Robert Brown-absent, Eric VanHorn- present, Kathy Jacobsen- present, Mandi Garber- present
- III. Pledge of Allegiance
- IV. Concord Creed recited.
- V. Oath of Office- Mandi Garber Kathy Jacobsen swore Mandi Garber in as a member of the Board of Director's for the Concord Academy Petoskey School.
- VI. Public Comment- N/A
- VII. Consent Calendar- Mandi Garber moved to approve the consent calendar as presented which included the agenda, previous board minutes and the monthly financials for May 2018. Second: Erik VanHorn. Unanimous approval. 3-0 vote. Motion passed.
- VIII. LSSU Representative- Larry Kubovchick started by mentioning that there is a Board PD presentation at the Charleton Hesston School on August 29, 2018 at 6pm. He also mentioned that LSSU will be putting on three webinars for professional development for the board members. He informed the board that when speaking about quorum for a board meeting the count for quorum must be physically present at the meeting. The LSSU legal team is also pushing boards to adjust their membership count to nine board members. Mr. Kubovchick also spoke briefly about the proper use of closed meetings and that there will be more professional development provided later in regards to this topic. He stressed that in the board minutes that the discussion is to reflect topics discussed during this part of the meeting. If any board members have questions they are to contact the LSSU charter office: Becky – financial matters, Brooke- board evaluations of leaders, Julie- testing and Jenny for any other general

questions. Lastly, he reminded us that the conflict of interest paperwork for all board members needs to be completed.

- IX. Directors Report- Mrs. Way reported that the school is 100% compliant with LSSU. The final QRPG audit of the year is complete and we passed with flying colors. The REP and Clock/Hour Reports have been completed along with the Data submission. The School Improvement Plan is in process and will soon be wrapped up. Mrs. Way commended the kids and staff involved with the Elementary Concert held at BayView. 11 students graduated this year and over \$200,000 in scholarships were awarded. Madaline Veurink, valedictorian, received her Associates degree from NCMC before receiving her High School diploma in June. Enrollment is at 186 for next year. Mrs. Way discussed this year's NWEA results. All grades met the math targets except for the 5th and 6th grades. 3rd grade was slightly under target for reading while the 5th just met their target and 6th grade showed great growth above the target. In 6th – 8th grade for language arts the students hit well above the projected growth. Kathy Jacobsen noted that the Christina Zoerhof, the MS Language Arts teacher, goes well above and beyond to help the students be successful. The art students are growth tested by presenting an art portfolio. The State of Michigan has approved the smoke alarm permit and the performing arts space is now able to be used. Kathy Jacobsen again commented on how beautiful and professional the performing space looks! Lastly, Mrs. Way mentioned that the school had an award ceremony the last week of school in the octagon for the students, Concord family and some community members and that the board members were presented with awards which Mrs. Way passed out to the board members.

X. Old Business-

- a. Strategic Plan- Mandy Garber moved to approve the strategic plan as presented. Second: Kathy Jacobsen. Unanimous vote. 3-0 vote. Motion passed.

XI. New Business-

- a. Approval of MHSAA contract and handbook- Erik VanHorn moved to approve the MHSAA contract and also the handbook with two changes included: CAP Eligibility 2. Must have a C or above to be eligible. and MHSAA Player Sportsmanship Expectations adding 7. Follow the Concord Creed. Second: Kathy Jacobsen. Unanimous approval. 3-0 vote. Motion passed.
- b. Approval of Final Budget FYE 6-30-18- Mandi Garber moved to approve the Final Budget FYE 6-30-18 as presented. Second: Erik VanHorn. Unanimous approval. 3-0 vote. Motion passed.
- c. Approval of Budget FYE 6-30-19- After discussion of the details of the new budget, Erik VanHorn moved to approve the Budget FYE 6-30-19 as presented. Second: Mandi Garber. Unanimous approval. 3-0 vote. Motion passed.
- d. Director's Evaluation- Denise Sandison Mrs. Way briefly

reviewed the evaluation process when evaluating the director. Mrs. Sandison was unable to attend the meeting but the board was directed to contact her with any questions as to the specifics of Mrs. Way's evaluation.

- e. Annual Board Appointments for 2018-2019 & Board Calendar- Erik Van Horn moved to approve the Annual Appointments & Calendar as presented and to appoint Mandi Garber as President, Kathy Jacobsen as Vice-President and Erik VanHorn as both Secretary and Treasurer for the Board of Director's. Second: Kathy Jacobsen. Unanimous approval. 3-0 vote. Motion passed.

XII. Public Comment- N/A

XIII. Adjournment- Erik VanHorn moved to adjourn. Second: Kathy Jacobsen. Unanimous approval. 3-0 vote. Motion passed.

Meeting adjourned at 6:00pm.

Respectfully submitted,



Laurie Coy, Recording Secretary



~~Erik VanHorn, Board Secretary~~

Mandi Garber, Board President