

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

January 18, 2018  
5:30pm

Board Members present: Mandi Garber, Erik VanHorn, and Kathy Jacobsen

Absent Board Members: Robert Brown, William Curtindale

LSSU Representative: Larry Kubovchick

Staff: Director, Angie Way, and Assistant Director, Kali Knodrat,  
Bookkeeper, Laurie Coy

LEM : N/A

- I. Meeting called to order by Mandi Garber, Board of Director's Treasurer, at 5:41 pm.
- II. Pledge of Allegiance
- III. Concord Creed recited.
- IV. Public Comment- N/A
- V. Consent Calendar- Mandi Garber moved to approve the consent calendar as presented. Second: Kathy Jacobsen. Unanimous approval. 3-0 vote. Motion passed.
- VI. LSSU Representative- Larry Kubovchick announced that it was Board Appreciation month and thanked the board for their service. He mentioned that all board members need to get 2 board credits per year which can be obtained by participating in the webinars or attending board professional development meetings. He brought to the board's attention that two board members' terms will be expiring in June 2018 and if they are going to renew, they need to start working on the paperwork. Lastly, he mentioned his part in the follow-up of the ReCon facilities visit.
- VII. Directors Report- Mrs. Way reported that we are currently 100% compliant with LSSU. We just had a QRPG audit today and passed. The flow system for our sprinklers was recently inspected. Dan Smith, our financial auditor, was here recently overseeing financial operations and making some semi-annual adjustments. We had a ReCon facilities inspection and a couple things were noted but were taken care of before the inspector left the building. Mrs. Way commended the HS Theatre program for their performance recently. Also she commended the fine EL Concert held in December. At the end of the concert, three paintings produced by the elementary students were auctioned off raising more than \$650.00. Enrollment is currently at 177. The 529 college plan was boosted to try to encourage enrollment but this offer expired on 1/15/18. There is a new Science teacher in the building. Cindy McCune has joined

the staff to teach MS/HS Science and she is also an artist!!! NWEA testing is in progress for the 2<sup>nd</sup> round of testing for the year. High schoolers are just finishing up their mid-term exams. Our school was recently awarded \$10,000 for the Title IV grant. Paul DeSimone is working on a tech plan along with the teachers help. Mrs. Way mentioned several upcoming dates for enrollment recruitment. The kindergarten will be hosting an open house in April. The re-enrollment and open enrollment periods are set for enrollment for next year. We are already getting applications for the Developmental Kindergarten class for next year. Mrs. Way is getting help putting a new face on our website to attract more attention to our school. She also mentioned that she felt that the Performing Arts Space would be a great addition to our enrollment recruitment plan to draw new students in. The space will be used for many activities, programs and our upcoming 25<sup>th</sup> year celebration for Concord Academy Petoskey's existence.

VIII. Old Business-

a. Long-term Strategic Plan-

1. Focus Areas- Mandi Garber moved to table this item until further notice. Second: Erik VanHorn. Unanimous approval. 3-0 vote. Motion passed.
2. School Name/Branding- Kathy Jacobsen moved to keep the Concord Academy Petoskey name for the school but to give the school the new tag line, "Art Happens Here" Second: Erik VanHorn. Unanimous approval. 3-0 vote. Motion passed.

b. Performing Arts Space- Mrs. Way reported that the Performing Arts Space committee has met. We have been receiving bids from the public notice for bids which was placed in the paper twice. We've had an article in the newspaper about the space renovation and there will be a follow-up article when the room is complete. Mrs. Way met with the building, electrical and fire inspectors and they looked over the plans and gave the go ahead. As soon as NWEA testing is complete, Mrs Zoerhof's art room will move and Mr Vanhorn's room will also be moving very soon. This will allow us to get started on the renovation of this space.

c. Board Succession Planning- Mandi Garber mentioned that she would be renewing her membership for the Board of Directors for Concord Academy Petoskey. William Curtindale's membership will be expiring in June 2018 also. The board felt that they should advertise for new board members.

IX. New Business-

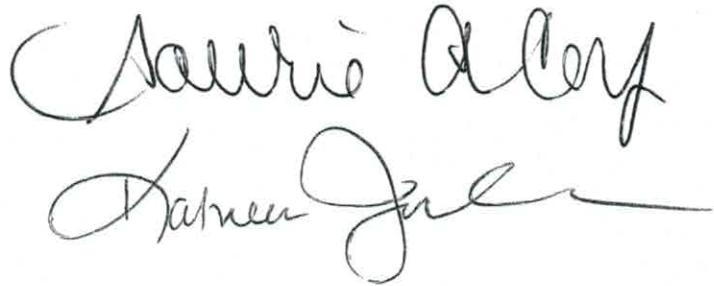
- a. Approval of Amended Final Revision of Budget FYE 6/30/17- Mandi Garber moved to approve the Amended Final Revision of Budget FYE 6/30/17 as presented. Second: Kathy Jacobsen. Unanimous approval. 3-0 vote. Motion passed.

- b. Approval of Board Policies–Fall 17- Erik VanHorn moved to approve the Fall 17 Board Policy Revisions as presented. Second: Kathy Jacobsen. Unanimous approval. 3-0 vote. Motion passed.
- c. Approval of MHSAA membership agreement- Kathy Jacobsen moved to approve the MHSAA membership agreement as presented. Second: Mandi Garber. Unanimous approval. 3-0 vote. Motion passed.
- X. Public Comment- N/A
- XI. Adjournment- Mandi Garber moved to adjourn. Second: Kathy Jacobsen. Unanimous approval. 3-0 vote. Motion passed. Meeting adjourned at 7:36pm.

Respectfully submitted,

Laurie Coy, Recording Secretary

Kathy Jacobsen, Board Secretary

The image shows two handwritten signatures in black ink. The top signature is for Laurie Coy, written in a cursive style. The bottom signature is for Kathy Jacobsen, also in cursive, with a long horizontal flourish extending to the right.