

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

March 15, 2018
5:30pm

Board Members present: Mandi Garber, Erik VanHorn, Kathy Jacobsen, Robert Brown
LSSU Representative: N/A
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 5:33 pm.
- II. Roll Call called: Robert Brown- present, Eric VanHorn- present, Kathy Jacobsen- present, Mandi Garber- present
- III. Pledge of Allegiance
- IV. Concord Creed recited.
- V. Public Comment- N/A
- VI. Consent Calendar- Erik VanHorn moved to approve the consent calendar as presented. Second: Robert Brown. Unanimous approval. 4-0 vote. Motion passed.
- VII. LSSU Representative- N/A
- VIII. Directors Report- Mrs. Way reported that the school recently had a Title 1A & 2A audit and passed. The Dept of Agriculture and Rural Development also stopped by to audit our pesticide procedures and documentation and we passed. Mrs. Way has completed the pupil accounting paperwork required after the February count day. She then commended the students who participated in the MSBOA Honors Band. Safety has been top priority for the administration and there have been several activities relating to this. The staff has had many teachable moments lately and the kids are really responding well. Enrollment is currently at 178 and was 177 on the February Count Day. The Developmental Kindergarten class for next year will be a 5 day/week class as opposed to the 3 day program that we had this year. Many parents have been stopping to inquire about this program and we are already taking applications for this class. The SAT and PSAT tests will be after spring break. Mrs. Way spoke briefly about the progress of the Performing Arts Space in the building. The demo crew has already been here. The electricians and Northern Fire and Safety are working on the room currently. When they are done, the dry wallers will be coming in. We are starting to order the carpet, sound equipment, curtains and lights for the

room. Mrs. Way again brought up the topic of safety and what the school is considering. She has several estimates for a locking system with camera and intercom for the front door. She also will be putting up new signage on all exterior doors regarding safety measures. We are currently checking into a grant which may help supplement funding this project. Lastly, we have received a letter of engagement from our financial auditor regarding the Financial Audit FYE 6-30-18. He will be on site in August to perform this audit.

IX. Old Business-

a. Long-term Strategic Plan-

The board discussed some points of concern for the strategic plan. Mrs. Way mentioned that she will have results from a parent and student survey which would also be a helpful tool. The board will revisit this topic next month to start formulating a new strategic plan.

b. Board Succession Planning- The board discussed the need for another board member. They agreed to keep scouting for a new applicant.

c. Performing Arts Space- Mrs. Way updated the board on the progress of the Performing Arts Space in her Director's Report. There was no action needed.

X. New Business-

a. Approval of 2nd Revision Budget FYE 6/30/18- Mandi Garber moved to approve the of 2nd Revision Budget FYE 6/30/18 as presented. Second: Kathy Jacobsen. Unanimous approval. 4-0 vote Motion passed.

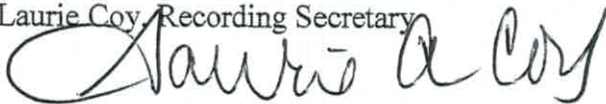
b. Approval of Budget Timeline for 2018-2019- Kathy Jacobsen moved to approve the Budget Timeline for 2018-2019 as presented. Second: Mandi Garber. Unanimous approval. 4-0 vote. Motion passed.

XI. Public Comment- N/A

XII. Adjournment- Erik Van Horn moved to adjourn. Second: Robert Brown. Unanimous approval. 4-0 vote. Motion passed.
Meeting adjourned at 6:50pm.

Respectfully submitted,

Laurie Coy, Recording Secretary



Kathy Jacobsen, Board Secretary

