

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

December 5, 2017
5:30pm

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

- I. Meeting called to order by William Curtindale, Board of Director's President, at 5:37 pm.
- II. Pledge of Allegiance
- III. Concord Creed recited.
- IV. Public Comment- N/A
- V. Consent Calendar- William Curtindale moved to amend the October 19, 2017 board meeting minutes in Section VII. 6th sentence, "Enrollment is currently at 180 today but was at 182 on Count Day." By adding, "but an FTE of 175." Second: Erik VanHorn. Unanimous approval. 4-0 vote. Motion passed. Mandy moved to approve the consent calendar as presented with the amended minutes. Second: Kathy Jabobsen. Unanimous approval. 4-0 vote. Motion passed.
- VI. LSSU Representative N/A
- VII. Directors Report- Mrs. Way reported that we are currently 100% compliant with LSSU. We recently had a Risk Assessment walk thru and passed. We have a RECON walk thru on Monday which is another facilities site review required by LSSU. A sprinkler flow test is scheduled for next week. The pupil accounting is complete and submitted for the October Count Day. Mrs. Way is still wrapping up the consolidated app and Title 2 and Title 4 grant submissions. Enrollment is currently at 179. There have been no staffing changes and we are still looking for a science teacher. There are currently no assessments going on but those will start up again in January. There has been a great deal of student achievement lately: NHS Induction was tonight and 16 medals were won at the MS Solo/Ensemble competition. Also Mr. VanHorn has received a grant for the purchase of the venting for the new kiln that was donated this year. The Robotics Club is active and we recently earned a grant for the start up of this club. Mrs. Way has had contact with the principal of St. Michael's Academy in regards to athletic teams. Our school needs to apply for

MHSAA status so that our high school kids can play in games not just scrimmages. Mrs. Way is checking further into this.

VIII. Old Business-

a. Enrollment-

1. Retention- The board discussed a parent/student survey that the ESP conducted in the past. Kathy Jacobsen moved to contact our ESP and request access to that survey and its result. Second: Erik VanHorn. Unanimous approval. 4-0 vote. Motion passed.
2. Recruitment- The board discussed the 529 College Savings Plan that Concord Academy Petoskey is currently offering as incentive to enroll here. They also discussed getting the teacher newsletters on the website where they are more accessible. They also talked about boosting the 529 College plan on face book to stir up more interest in our school. William Curtindale approved \$100.00 for the IT gentleman to work on the icon on the main landing page to lead directly to the 529 college plan documentation and also to boost that information on Face Book until mid-February. Second: Kathy Jacobsen. Unanimous approval. 4-0 vote. Motion passed.

b. Long-term Strategic Plan- The board discussed possibly putting out a suggestion box to get feedback on people's ideas and thoughts. Kathy Jacobsen moved to table the Long-term Strategic Plan until a later date. Second: Erik VanHorn. Unanimous approval. 4-0 vote. Motion passed.

c. Localized School Goal- Mrs. Way reported that Kali Kondrat had been in contact with LSSU in regards to the 4th Education Goal. She worked with Julie Hopper to come up with a goal which was specific to what Concord Academy Petoskey is about, the arts. William Curtindale moved to approve the 4th Educational Goal as presented, "Students that have attended Concord Academy Petoskey for 3+ years (cohorts) will do the following:

1. Cohort students will experience greater growth on NWEA or a suitable measure as compared to non-cohort students.
2. Cohort students will have an overall higher GPA than non-cohort students.
3. Cohort students will have a higher attendance record than non-cohort students.
4. Cohort students will have fewer office referrals than non-cohort students." Second: Mandi Garber. Unanimous approval. 4-0 vote. Motion passed.

IX. New Business-

- a. Approval of 1st Revision of Budget FYE 6/30/18- Erik VanHorn moved to approve the 1st Revision of Budget FYE 6/30/18 as presented. Second: Kathy Jacobsen. Unanimous approval. 4-0 vote. Motion passed.
- b. Performing Arts Space- The board discussed the prospect of renovating the current two art rooms into a performing arts space. William Curtindale moved to establish a board committee with others on the committee along with the board members to discuss and plan the Performing Arts Space. Kathy Jacobsen is to be the Project Manager with all expenditures for the Performing Arts Space from the restricted funds subject to the review and concurrence of said Project Manager. Second: Mandi Garber. Unanimous approval. Roll Call: William Curtindale-yea, Kathy Jacobsen-yea, Mandi Garber-yea and Erik VanHorn-yea. 4-0 vote Motion passed.
- c. Correspondence from MyNorth Tickets- The board briefly discussed the possibility of using MyNorth Tickets for our on-line ticket sales for the spring musical. William Curtindale volunteered to check into using MyNoth Tickets along with discussing the details, ie. royalty requirements of musical, with Mr. VanPatten.
- d. Long-term Strategic Plan-Kathy Jacobsen moved to table this order of business until a later date. Second: Mandi Garber. Unanimous approval. 4-0 vote. Motion passed.
- e. Board Succession Planning-William Curtindale moved to table this order of business until a later date. Second: Erik VanHorn. Unanimous approval. 4-0 vote. Motion passed.

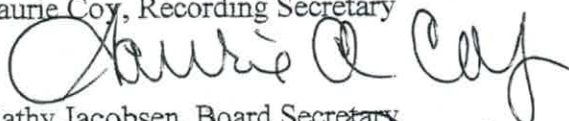
William Curtindale then congratulated those students inducted into the NHS this evening along with those band members attending the MS Solo Ensemble competition. Congratulations also to the staff that helped make all this happen!

X. Public Comment- N/A

XI. Adjournment- Kathy Jacobsen moved to adjourn. Second: Erik VanHorn. Unanimous approval. 4-0 vote. Motion passed.
Meeting adjourned at 8:07pm.

Respectfully submitted,

Laurie Coy, Recording Secretary



Kathy Jacobsen, Board Secretary

