

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

September 21, 2017
5:30pm

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

- I. Meeting called to order by William Curtindale, Board of Director's President, at 5:30 pm.
- II. Pledge of Allegiance
- III. Concord Creed recited.
- IV. Erik VanHorn was sworn in as a Board of Director's Member by Board President, William Curtindale.
- V. Public Comment- N/A
- X. New Business
 - a. Presentation of Audited Financial Statements FYE 6/30/17- Dan Smith- Dan Smith discussed the audit for the year ending 6/30/17. He felt that all financials were properly reported and that things were financially sound.
- VI. Consent Calendar- William Curtindale moved to approve the current agenda, after deleting the first line of the agenda stating, "Swearing in of New Board Member-Erik VanHorn," the board minutes for 8/17/17 and the financials for August 2017 as presented. Second: Mandi Garber. Unanimous approval. 3-0 vote. Motion passed.
- VII. LSSU Representative- Larry Kubovchick welcomed the board members and presented them with a gift from LSSU. He mentioned that LSSU was offering free tuition for a Research and Methodology class for the 1st 15 teachers who sign up which would go towards their recertification. He again mentioned that LSSU now has a school support specialist to assist all their charter schools. Also, he noted that LSSU is hiring Irwin Education to present 4 board presentations as webinars which would count as professional development/credits for LSSU. These are to be approximately 20-30 minutes long.
- VIII. Directors Report- Mrs. Way reported that we are currently 100% compliant with LSSU. We have a QRPg audit coming up next month which will involve checking teacher certifications and highly qualified status. Mrs. Way commended the Pedal 4 Concord fund raiser. \$2600.00

approximately has been raised and there are still funds coming in. Mr. Curtis will be presenting his trip in film soon. She also commended Charisse Tietjen for her years of service as our volunteer librarian. There will be a new parent taking over that job. Stephen Banks is also being commended for donating a kiln and clay working supplies to the school. Lastly, Mrs. Way commended all who have been helping to coordinate the heArts for Houston fundraiser. She thanked Josh VanHorn for getting the ball rolling on this project and following through to make it a great event. She reminded the board that the heArts for Houston was taking place on September 28, 2017 from 7-9pm where there will be a private and public auction of art work along with music and food all held at the Mackinaw Trail Winery. Enrollment is currently at 181 which is 11 below what was budgeted for this year. There have been no staffing changes but she did mention that the new staff members hired this year have been a great asset to the staff. The students are just finishing the NWEA testing which they test for three times per year. Mrs. Way then went on to discuss the M-Step results. We placed very well as a general rule compared to the other schools in the area but there are still areas which need improvement. Our school placed 3rd highest overall in the ISD. Our 11th graders placed 1st for Science and Social Studies for the whole district. The teachers will now start looking at these results and be able to adjust to what needs to be taught. The Repair and Replace funds through US Bank will be paying for the new furnace and septic field renovation expenses which we incurred this summer. We replaced six squares of cement in front of the building. Oct 4th is Count Day. Next Friday the MS will be going rafting down the Sturgeon River as a team building activity. Mrs. Way mentioned that a performance list was handed out and encouraged the board members to attend these activities. She reported that she had checked into the cyber liability issue discussed at last month's meeting. This insurance is available for \$673.00/year and can be added anytime. After talking to Drew Mihelich, our IT guy, he felt that there wasn't a need for this with the type of system that we have.

IX. Old Business-

- a. Status of Playground Certificate- The certificate for the playground has been received.

X. New Business

- b. Approval of Final-Actual Budget FYE 6/30/17- Mandi Garber moved to approve the Final-Actual Budget FYE 6/30/17 as presented. Second: William Curtindale. Unanimous approval. 3-0 vote. Motion passed.
- c. Board Meeting times/dates- No action was taken by the board. The times and dates will remain the same as projected in the Board Calendar for 2017-2018.
- d. Number of Board seats and Members in Waiting- William moved to approve the Resolution on the Number of Seats on the Board of Directors and the Resolution on Quorum of the Board

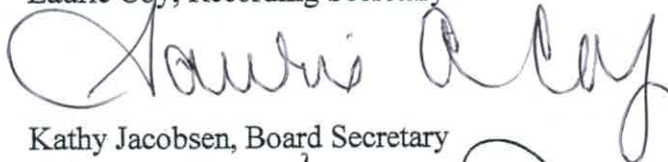
of Directors which are attached to these minutes. Second: Mandi Garber. Unanimous approval. 3-0 vote. Motion passed.
e. Enrollment- William Curtindale presented the board members with the Resolution on Facilities and Fundraising to review. William Curtindale moved to accept the Resolution on Facilities and Fundraising as presented. Second: Erik VanHorn. Unanimous approval. 3-0 vote. Motion passed.

William Curtindale moved for the board to approve a short term enrollment strategy in which \$1,000 would be put into a college scholarship account for each new student enrolling by October 4, 2017 and also \$1,000 put into an account for the family who referred the student to Concord Academy Petoskey to enroll. Letters will be handed out to the families of Concord explaining this new strategy and a mailing will be going out to the 4 nearest routes publicizing this new scholarship incentive. It will also be advertised on social media, facebook etc. Second: Erik VanHorn. Unanimous approval. 3-0 vote. Motion passed.

- XI. Public Comment- N/A
- XII. Adjournment- Mandi Garber moved to adjourn. Second: Erik VanHorn. Unanimous approval. 3-0 vote. Motion passed.
Meeting adjourned at 7:33pm.

Respectfully submitted,

Laurie Coy, Recording Secretary



Kathy Jacobsen, Board Secretary

