

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

June 15, 2023
5:30pm

Board Members present: Shawna Messing, Jennifer Mackenzie, Tennessee Davenport and Rebeca Otto

Board Members Absence: Tim Wilson

LSSU Representative: Keith Krahnke, Lynn Methner (virtually)

Staff: Executive Director, Kali McNamara, Business Manager,
Laurie Coy.

LEM: Denise Sandison

- I. Jennifer MacKenzie swore in Shawna Messing and Brittney Grzesiak as members of the Concord Academy Petoskey Board of Directors starting July 1st, 2023, for a three year term.
- II. Meeting called to order by Shawna Messing, Board of Director's President, at 5:35 pm.
- III. Roll Call was called: Tennessee Davenport-present, Shawna Messing-present, Tim Wilson-absent, Rebeca Otto-present, and Jennifer Mackenzie-present
- IV. Pledge of Allegiance
- V. Concord Creed recited.
- VI. Public Comment- There was no public comment.
- VII. Consent Calendar- Shawna Messing moved to approve the consent calendar which included the current agenda, the 5/18/23 board minutes and the monthly financials for May 2023. Second: Rebeca Otto. Unanimous approval. 4-0 vote. Motion passed.
- VIII. LSSU Representative- Keith Krahnke briefly reviewed his report which was in the board packet. He congratulated Shawna and Brittney for joining the team for another three years. He also mentioned that all the board professional development is posted on the website and LSSU is working on training sessions for next year. Lastly, he reminded the board that he would be retiring as of 6/30/23. He wished the board, and our school well wishes.
- IX. Directors Report- Kali McNamara briefly reviewed her report which was in the board packet.
- X. Old Business-
 - a. Petoskey Field House Rental Agreement- Shawna Messing

moved to approve the Rental Agreement with the Petoskey Field House as presented. Second: Jennifer MacKenzie. Unanimous approval. 4-0 vote. Motion passed.

XI. New Business-

- a. Public Act 428 of 2021- Sec. 98B Goal Progress Reporting- Kali briefly reviewed this report and stated that the school had met its goals for reading and math.
- b. Directors Evaluation – Denise Sandison – Denise Sandison started by explaining the LEM’s role as the school’s ESP. She then explained the rubric used for the director’s evaluation stating that 40% was based on growth data from testing and 60% from the rubric. Kali McNamara and Denise Sandison met to discuss the points of the rubric and set goals for next year.
- c. Approval of the LEM contract for the 23-24 school year – Shawna Messing moved to approve the LEM contract for the 23-24 school year as presented. Second: Rebeca Otto. Unanimous approval. 4-0 vote. Motion passed.
- d. Approval of the MHSAA Agreement for the 23-24 school year- Shawna Messing moved to approve the MHSAA Agreement for the 23-24 school year as presented. Second: Tennessee Davenport. Unanimous approval. 4-0 vote. Motion passed.
- e. Approval of the Final Budget FYE 6-30-23- Shawna Messing moved to approve the Final Budget FYE 6-30-23 as presented. Second: Jennifer MacKenzie. Unanimous approval. 4-0 vote. Motion passed.
- f. Approval of the Budget FYE 6-30-24 - Shawna Messing moved to approve the Budget FYE 6-30-24 as presented. Second: Jennifer MacKenzie. Unanimous approval. 4-0 vote. Motion passed.
- g. Approval of the School Calendar for the 23-24 school year-- Shawna Messing moved to approve the school calendar for the 23-24 school year as presented. Second: Tennessee Davenport. Unanimous approval. 4-0 vote. Motion passed.
- h. Approval of Annual Appointments and Board Calendar for the 23-24 school year- Rebeca Otto moved to approve the annual appointments as presented with the following Board of Directors officer roster:
 - President: Shawna Messing
 - Vice President: Jennifer MacKenzie
 - Treasurer: Tennessee Davenport
 - Secretary: Brittney GrzesiakSecond: Tennessee Davenport. Unanimous approval. 4-0 vote. Motion passed.
Shawna Messing moved to approve the board calendar for the

23-24 school year as presented. Second: Rebeca Otto.
Unanimous approval. 4-0 vote. Motion passed.

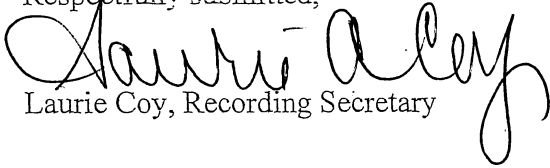
- i. Approval of Stratford trip-2023- Shawna Messing moved to approve the Stratford trip for 2023 as presented.
Second: Tennessee Davenport. Unanimous approval. 4-0 vote. Motion passed.

XI Public Comment- N/A

XII. Adjournment- Shawna Messing moved to adjourn. Second: Rebeca Otto.
Unanimous approval. 4-0 vote. Motion passed.

The meeting was adjourned at 6:22pm.

Respectfully submitted,



Laurie Coy, Recording Secretary

Brittney Grzesiak, Board Secretary

