

**Leelanau Montessori Public School Academy
Regular Meeting
Monday, April 23, 2018 7:00 p.m.
310 Elm Street Suttons Bay, MI 49682**

1. **Call to Order:** President Bordeaux called the meeting to order at 7:00 p.m.
2. **Roll Call:** President Bordeaux, Secretary Chaney, Trustee McConnell, Trustee Miezio.
Absent: Trustee Lutke (arrived at 7:40 p.m.), Vice President Macdonald, Treasurer Evans
Others: Eric Royston-Head of School (HOS), Beth Bassett, Elizabeth Channer

3. **Additions/Approval of April 23, 2018 Agenda:**

***MOVED BY MIEZIO SECONDED BY MCCONNELL TO APPROVE THE AGENDA AS PRESENTED.
AYES: ALL NAYS: NONE ABSENT: 3 MOTION CARRIED***

4. **Public Comment:** None.

5.-7. **Revisions/Approval of February 19th, March 19th, and April 4th 2018 Minutes:**

***MOVED BY MCCONNELL SECONDED BY CHANEY TO APPROVE THE FEBRUARY 19TH, MARCH 19TH AND APRIL 4TH
MEETING MINUTES AS PRESENTED.
AYES: ALL NAYS: NONE ABSENT: 3 MOTION CARRIED***

8. **Head of School Report:** HOS Eric Royston reviewed his submitted HOS report. Royston mentioned that the M-STEP and NWEA standardized tests are being administered. Royston updated the Board on enrollment numbers for the fall (84 FTE and 31 preschoolers) and gave a Binsfeld Building update. Royston commented that we could be looking at a January start date at the new building. Royston has a meeting scheduled with Kurt Sanford and Tom McConnell to discuss build out and financing. Royston meets with Wes Souden on May 8th to prepare the amended budget and proposed 2018-19 budget.

Old Business:

9. **Committee Reports:**

a. **Academic Excellence:** Miezio commented that surveys to the LMPA staff and parents are getting ready to be sent out. The committee is also working on the head of school evaluation.

b. **Facilities:** Miezio reviewed the submitted committee meeting report. The committee discussed the meeting with Suttons Bay regarding lease of building until December. Discussed possible counter proposals; condensing classrooms and a lower per square foot cost. The committee received two quotes on portables that were not feasible and discussed storage options at the new building and at SB for the fall.

c. **Finance:** Bordeaux reviewed the submitted committee report and discussed the rent proposal from Suttons Bay, the loan details, projected enrollment and staffing, the facilities timeline, and work on the amended budget and proposed 18-19 budget. Discussion regarding staffing in the lower elementary classrooms next year. Royston commented that at least forty-four students would be a healthy number to justify two classrooms. The committee hopes to have the accounting manual complete for the May meeting.

d. **Fund Raising:** Bordeaux reviewed the committees submitted report and commented that the Evening of Art is going to be amazing and hopes everyone can come. The Orchards at Sunset 5K is scheduled for October 13th and Live More Leelanau donated to the capital campaign.

e. **Grant:** Bordeaux reviewed the committees submitted report and commented that they welcomed new member Angela Brennan. The committee is working on applying for many grants and received \$10,000 from the Raymond Pryke Foundation for preschool scholarships.

f. **Governance:** Chaney reviewed the submitted committee report with the Board.

g. **Marketing:** McConnell reviewed the committees submitted report and commented that the committee is concentrating on the capital campaign.

MOVED BY MCCONNELL SECONDED BY MIEZIO TO APPROVE THE COMMITTEE AND FINANCIAL REPORTS AS PRESENTED.

AYES: ALL NAYS: NONE ABSENT: 3 MOTION CARRIED

10. Future of the School:

a. Capital Campaign: \$20,000 is needed by June 1st for the down payment.

***Sarah Lutke arrived at 7:40 p.m.**

b. Charter: Royston commented that the charter transfer from Suttons Bay to Bay Mills is handled by those two parties and LMPSA has very little to do with the process. Royston explained the state aid transfer process.

c. Facility/Finance: Royston reviewed the HUD documents and how the process will work. Royston broke down the leases for the tenants of the Binsfeld Building. Miezio questioned why we would charge less than the current leases. Royston commented that the health department will be giving up some of their current space and saving the taxpayers money. Royston discussed transportation next year and how it may look.

11. BMCC Oath of Office: Tom McConnell: Tom McConnell was given the oath of office by President Sarah Bordeaux and recording secretary and notary Beth Bassett notarized the oath.

New Business:

12. Head of School Evaluation: Miezio commented that they are working on the surveys and they will be sent out soon. A stipend for HOS Royston is being discussed to compensate him for all the extra work involved in the new building.

13. Public Comment: Elizabeth Channer questioned what the number would be that would allow the school to provide two elementary classrooms. Royston commented he is looking at 44 students. Elizabeth asked if there is a plan for the transition to the new school. The Board discussed possible timelines and moving scenarios.

14. Board Comment: Bordeaux commented that people are asking to view committee notes and she is working with Elizabeth to make this happen. Bordeaux thanked Laura Cavendish and the gathering committee for a wonderful spring dance. Evening of Art is May 5th.

15. Adjournment: The Board agreed by consensus to adjourn at 8:38 p.m.

President

Date

Secretary

Date