

**Leelanau Montessori Public School Academy
Regular Meeting
Monday, December 19, 2016 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, Vice President-Macdonald, Secretary- Chaney, Trustee-McConnell, Treasurer-Evans, Trustee-Martin, Trustee-Bennett, Trustee-Miezio

Others: Eric Royston-Head of School (HOS), Arden Wilson-Program Director, Beth Bassett- Recording Secretary, Kallie Craker, Stacey Chacon, Len Mankowski, AJ Penninga, Dani Geraci,

3. Additions/Approval of December 19, 2016 Agenda:

***MOVED BY EVANS SECONDED BY MCCONNELL TO APPROVE THE DECEMBER 19, 2016 AGENDA AS PRESENTED.
AYES: ALL NAYS: NONE ABSENT: 0 MOTION CARRIED***

4. Revisions/Approval of November 21, 2016 Regular Meeting Minutes:

***MOVED BY MACDONALD SECONDED BY BENNETT TO APPROVE THE NOVEMBER 21, 2016 REGULAR MEETING MINUTES AS PRESENTED.
AYES: ALL NAYS: NONE ABSENT: 0 MOTION CARRIED***

5. Revisions/Approval of December 4, 2016 Board Retreat Minutes:

***MOVED BY MACDONALD SECONDED BY BENNETT TO APPROVE THE DECEMBER 4, 2016 BOARD RETREAT MINUTES AS PRESENTED.
AYES: ALL NAYS: NONE ABSENT: 0 MOTION CARRIED***

6. Head of School Report: HOS Eric Royston reviewed his submitted HOS report. Royston reviewed the attendance policy proposed revisions and commented he attended a truancy workshop provided by the county. Royston reviewed the technology policy proposed changes and encouraged all members to give input and thoughts on both revisions. Bordeaux suggested that in reference to the illness policy it should include emotional, physical, and psychological as excused. Royston commented that in reference to Title I & 31a classroom supports, the staff has identified our at-risk population and has worked to put a schedule together that has ranked the students most in need of reading and math interventions. Each of the assistants will serve in this role and will be working with these identified students through the end of the year. This process will be starting at the beginning of the New Year. Royston commented the there are three candidates for the Upper El position and there is a group that has been organized to conduct the interviews. He hopes to have a person in place by mid-January. Royston commented that Tammie LaCross will be working with the K-3 and early literacy and Elizabeth Channer will return full time from maternity leave after winter break. Elizabeth will be coming back to her role as originally intended as enrollment coordinator doing more community awareness and outreach.

Old Business:

7. Committee Reports:

a. Academic Excellence: Martin reviewed her submitted report. Martin commented that the committee choose an evaluation tool for HOS and has an ongoing discussion regarding student evaluation.

b. Facilities: Macdonald reviewed her submitted written report. Macdonald thanked Jenee Rowe and her upper elementary enrichment group who worked on the "Bottles of Hope" display with tin stamped messages of hope inside small bottles.

c. Finance: Royston commented that he met with Wes Souden from TCAPS and they worked together to maximize grants and increased local revenues by \$5000 to increase the ending fund balance despite the loss of a few students. At the January meeting the budget amendment will be ready to vote on. Evans commented that the fundraising committee will need to look at completing the state sales tax paperwork for the wreath sales and 5K. It was also discussed that it would be beneficial to keep the Comerica account open and the following motion was made:

MOVED BY MACDONALD SECONDED BY MCCONNELL TO APPROVE RESCINDING THE OCTOBER 17, 2016 MOTION TO CLOSE THE COMERICA BANK ACCOUNT AND TO APPROVE KEEPING THE COMERICA BANK ACCOUNT OPEN AS IT CURRENTLY EXISTS.

AYES: ALL NAYS: NONE ABSENT: 0 MOTION CARRIED

d. Fund Raising: Bordeaux reviewed her submitted written report. Bordeaux reviewed the monies raised so far and the calendar of events to come. Bordeaux commented she needs a motion to distribute the 5K funds and the following motion was made:

MOVED BY MACDONALD SECONDED BY MCCONNELL TO APPROVE DISBURSING THE \$6145 RAISED BY THE 5K AS FOLLOWS, \$2000 FOR SEED MONEY FOR NEXT YEARS 5K AND \$4145 TO THE GENDARL FUND.

AYES: ALL NAYS: NONE ABSENT: 0 MOTION CARRIED

Bordeaux commented the committee will be looking into forming a 501c3.

e. Grant: Bennett reviewed her submitted written report. Bennett commented she is working with Eric to finalize the 2% application to the GTB. Moving forward the grant committee's focus will shift to researching grants for facilities and facility rehabs. Kallie Craker has identified a need for books for the book club. Anita is looking at the following grants to get books. Scholastic, Wish you Well Foundation and Target. Anita will also talk to Hollie about putting in a grant through the Memic Foundation for books. Sam is perusing the Walmart grant to supply the office with snacks for kids. She is also looking into gift cards from Meijer, Tom's and CVS. Bennett commented the committee will be prepared with grant options dependent on the direction the school chooses to go.

f. Governance: Chaney reviewed his submitted written report. Chaney commented that Sarah Lutke has submitted her application for the open seat and the committee met with her and think she would be an asset to the Board. Chaney also commented the A3 has been updated and the following motion was made:

MOVED BY CHANEY SECONDED BY BENNETT TO APPROVE THE A3 MODEL UPDATE AS PRESENTED.

AYES: ALL NAYS: NONE ABENT: 0 MOTION CARRIED

Chaney commented that there is a need for a communication plan and heard an update from Macdonald on the progress of the ad hoc committee.

g. Marketing: McConnell reviewed his submitted written report. McConnell commented that the video is almost done being segmented and will go on the website soon. McConnell commented he would like to meet with the finance committee to discuss the marketing budget for the 2017-18 school year.

MOVED BY BENNETT SECONDED BY MCCONNELL TO ACCEPT ALL COMMITTEE REPORTS AND THE NOVEMBER FINANCIALS AS PRESENTED.

AYES: ALL NAYS: NONE ABSENT: 0 MOTION CARRIED

8. Ad Hoc Committee Update:

Macdonald commented that the committee has identified four options to explore: independence, unification, charter reauthorization, and do nothing- loss of charter. Len Mankowski commented he was looking at the last option and is looking at what the community would loose if the school no longer existed and the who we are and what we do. Arden Wilson commented she is on the committee looking at the unification option and commented

that she attended a meeting held today at 3:30 p.m. with Suttons Bay representatives and LMPSA. Wilson commented that there was no written plans presented by Suttons Bay as requested. A discussion followed where Board members questioned whether we want to move forward with the process if Suttons Bay is not providing information that has been requested and not acting in good faith. Chaney commented that SB is not subsidizing us and McConnell commented that the question that needs to be answered is whether or not SB will authorize/lease to us anymore. Kallie Craker commented she thinks it is a waste of time pursuing the unification option and we need to be moving forward. Dani Geraci commented the request from SB to reauthorize would give us time to get a new authorizer. AJ Penninga said he has the survey results and will get them to all the members. Stacey Chacon encouraged the Board to move forward. Macdonald commented she feels we need to stick to our mission and vision and that SB has not been collaborative. Bordeaux and Evans commented that we should let SB know of a January 9th deadline. Len Mankowski commented that there are issues in the community at large and suggested that the Boards should be talking to each other. Chaney agreed and suggested Bordeaux contact SB Board president Steve Hall. After discussion the following motion was made:

MOVED BY EVANS SECONDED BY MCCONNELL TO APPROVE A LETTER FROM BORDEAUX 1) SETTING A DEADLINE OF JANUARY 16, 2017 FOR THE SUTTONS BAY BOARD TO SUBMIT A DETAILED WRITTEN PROPOSAL OF UNIFICATION BETWEEN SUTTONS BAY SCHOOLS AND LEELANAU MONTESSORI AND, 2) TO PROVIDE LEELANAU MONTESSORI WITH AN ANSWER ABOUT WHETHER OR NOT THEY ARE WILLING TO REAUTHORIZE OUR CHARTER AND RENEGOTIATE OUR LEASE AFTER JUNE 30, 2018.

AYES: ALL NAYS: NONE ABSENT: 0 MOTION CARRIED

MOVED BY MACDONALD SECONDED BY BENNETT TO APPROVE MEAGAN BATDORFF AND THE INDEPENDENCE TEAM ON THE AD HOC COMMITTEE TO APPROACH POTENTIAL AUTHORIZERS ON THE SCHOOLS BEHALF.

AYES: ALL NAYS: NONE ABSENT: 0 MOTION CARRIED

MOVED BY MACDONALD SECONDED BY BENNETT TO APPROVE MEMBERS OF OUR SCHOOL TO START WORKING WITH ROTARY CHARITIES AND OTHER AGENCIES TO BEGIN A CAPITAL CAMPAIGN.

AYES: ALL NAYS: NONE ABSENT: 0 MOTION CARRIED

9. A3 Update: As discussed.

New Business:

10. Recommendation of Trustee:

Chaney and the governance committee recommended appointing Sarah Lutke to the open Board position and the following motion was made:

MOVED BY CHANEY SECONDED BY MCCONNELL TO APPROVE APPOINTING SARAH LUTKE TO THE LEELANAU MONTESSORI BOARD OF TRUSTEES TERM ENDING DECEMBER, 2019.

AYES: ALL NAYS: NONE ABSENT: 0 MOTION CARRIED

11. Resolution #19-2016 GTB 2% Grant Request:

MOVED BY MACDONALD SECONDED BY MCCONNELL TO ADOPT RESOLUTION #19-2016 ,Adoption of Resolution Authorizing the Head of School to Sign the Grand Traverse Band of Ottawa & Chippewa Indians Allocation of 2% Funds Application AS PRESENTED.

ROLL CALL: BORDEAUX-YES, MARTIN-YES, MIEZIO-YES, MCCONNELL-YES, MACDONALD-YES, CHANEY-YES, BENNETT-YES, EVANS-YES

AYES: ALL NAYS: NONE ABSENT: 0 MOTION CARRIED

12. Montessori in the Public Sector: Tabled until the January meeting.

13. Public Comment: Kallie Craker commented she encourages the Board to move forward. Beth Basswett thanked Eric for all the connections he is making in the community.

14. Board Comment: Macdonald and Evans thanked the ad hoc committee for all their hard work. Bordeaux wanted to recognize the previous Montessori students who were on the honor rolls in the county schools. Chaney thanked Eric for his good work on the budget. Macdonald thanked Eric for his positive attitude.

15. Adjournment: The Board agreed by consensus to adjourn at 9:30 p.m.

President

Date

Secretary

Date