

**Leelanau Montessori Public School Academy (LMPSA)  
Wednesday, February 20, 2019  
Connie Binsfeld Building Conference Room  
7401 E. Duck Lake Road, Lake Leelanau, MI 49653**

**1. Call to Order:** President Bordeaux called the meeting to order at 6:03 p.m.

**2. Roll Call:** President Bordeaux, Vice President Macdonald, Secretary Chaney, Trustee McConnell, Trustee Morse

**Absent:** Treasurer Lutke, Trustee Miezio (arrived at 6:08 p.m.)

**Others:** Mariah Wanic – BMCC, Beth Bassett- Recording Secretary, Arden Wilson, Kallie Craker, Sarah Orth

**3. Additions/Approval of February 20, 2019 Agenda:**

***MOVED BY MACDONALD SECONDED BY MCCONNELL TO APPROVE THE FEBRUARY 20, 2019 AGENDA AS PRESENTED.***

***AYES: ALL NAYS: NONE ABSENT: 2 MOTION CARRIED***

**4. Public Comment:** None

**5. Revisions/Approval of the Regular Board Meeting Minutes January 16, 2019:**

***MOVED BY MACDONALD SECONDED BY CHANEY TO APPROVE THE JANUARY 16, 2019 REGULAR MEETING MINUTES AS PRESENTED.***

***AYES: ALL NAYS: NONE ABSENT: 2 MOTION CARRIED***

**6. Revisions/Approval of the Special Board Meeting Minutes February 1, 2019:**

***MOVED BY MACDONALD SECONDED BY CHANEY TO APPROVE THE FEBRUARY 1, 2019 SPECIAL MEETING MINUTES AS PRESENTED.***

***AYES: ALL NAYS: NONE ABSENT: 2 MOTION CARRIED***

**7. Head of School Report:** Bordeaux commented that the Governance committee met with Royston and the HOS is going to go to part time due to his health concerns. The committee is contacting the ISD, HR Axios, Bay Mills, and others to help with the transition and delegation of duties. Bordeaux commented that part time duties need to be defined and what tasks Royston will be performing. Bordeaux commented that Royston still needs to submit part time paperwork to John Sanford from Axios. Morse commented that the Board needs clarity around roles in the school. Bordeaux commented that Wes Souden from TCAPS will be helping guide us with some reporting needs.

\*Miezio arrived at 6:08 p.m.

Arden Wilson commented that Pam Alfieri will also be a helpful resource. McConnell commented that there are retirees in the area that we could contact who were previous administrators. Michael's Place has been contacted and will work with the staff to support. Arden Wilson invited the Board members to come in and observe the classrooms. Arden Wilson commented that the staff are working on the vision statement and will be presenting it the first of April.

**Old Business:**

**8. Committee Reports:**

**a. Academic Excellence:** No meeting held.

**b. Facility:**

Building Management: Kallie Craker reviewed her written submitted notes. Kallie discussed storage in the apple room at Suttons Bay, tables to repair, the stage, and moving sign from SB. Kallie commented the entry way dry wall will be getting done, and she is talking with Kevin Jackson to have on retainer for maintenance issues. Remote door entry and safety film is being put on hold for now. Looking for grants to help cover these costs. Kallie spoke with Royston and he commented that he is working with Charter on phone service.

Building Renovations: McConnell is in contact with Mike Sullivan on finishing up final projects and with Cory from Chemical Bank regarding the final draw and having the lean waivers signed for the title company. Discussed the pipe that burst causing a flood in the commons area and classrooms. The insurance claim will run through Greene Construction using the warranty. Arden Wilson commented the next Natural Playscape Planning meeting is March 14.

**c. Finance:** Bordeaux reviewed the submitted committee report. Lease discussion with Dodie from the Health Department is scheduled for March 11. Upper elementary support was discussed as well.

**d. Fundraising:** Miezio reviewed the submitted committee report. Miezio commented that LMFF is looking at creating a website and received monies for the Gail Robinson Scholarship and playground. Bordeaux commented that over \$22,000 has been raised so far. Dinner to Go in April for the toddler sink and pie sales are upcoming events. May 10<sup>th</sup> the Evening of Art fundraiser will take place with a pop art 80's theme.

**e. Governance:** Chaney reviewed the submitted committee report. Chaney commented the committee discussed the leadership team protocol, the strategic plan, Board member terms and open officer positions, and the Bay Mills compliance calendar. Miezio questioned who the person is in charge when there is an emergency. Arden Wilson commented that the leadership team met and discussed their responsibilities and she would share the minutes from this meeting with the Board.

**f. Grant:** Morse reviewed the submitted committee report. Morse commented the committee is working on prioritizing grants and looking at upcoming spring deadlines. Morse requested the Board and staff make the committee aware of any needs.

**g. Marketing:** McConnell reviewed the submitted committee report. McConnell commented that the team met with John from LeadPlan to discuss website optimization and their plan. AJ Penninga will be the newsletter and website coordinator and Megan Gilger will lead the social media outreach. The first open house will be Tuesday, March 12<sup>th</sup> and open enrollment begins March 11<sup>th</sup>.

***MOVED BY MACDONALD SECONDED BY CHANEY TO APPROVE THE COMMITTEE NOTES AND FINANCIALS AS PRESENTED.***

***AYES: ALL NAYS: NONE ABSENT: 1 MOTION CARRIED***

**New Business:**

**9. Strategic Plan:** Morse commented she wants to make sure that the Board all feel good about the direction of the plan from all who are vested. The Board discussed the positives of the plan and the shortfalls. It was agreed that the Board should spend more time reviewing the plan on a regular basis. Bordeaux commented that many of the items fall on the development coordinator and this position has been eliminated. The Board agreed on a leadership and Board retreat on Thursday, March 7 from 3:30-5:30 p.m. Arden Wilson suggested a Board/Staff retreat in June.

**10. Public Comment:** Kallie Craker commented that she would like to see public and community input on the strategic plan and address the goals of the school. Kallie wants to make sure that the LMPSA community knows there are opportunities to serve. Morse commented that parent involvement is key and thanked everyone

for stepping up and going above and beyond. Arden Wilson commented she would like to see capital funds raised be prioritized and to be directed towards staff professional development. Discussion on ideas for team building and possible sources of funds.

**11. Board Comment:** Bordeaux commented that she will not be attending the March 20<sup>th</sup> meeting. Macdonald thanked Kallie Craker for all her hard work.

**12. Adjournment:**

***MOVED BY CHANEY SECONDED BY MCCONNELL TO ADJOURN THE MEETING AT 7:24 P.M.***

***AYES: ALL NAYS: NONE ABSENT: 1 MOTION CARRIED***

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President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Date