

**Leelanau Montessori Public School Academy
Organizational Meeting
Wednesday, July 18, 2018 6:00 p.m.
310 Elm Street Suttons Bay, MI 49682**

1. Call to Order: President Bordeaux called the meeting to order at 6:00 p.m.

2. Roll Call: President Bordeaux, Vice President Macdonald, Secretary Chaney, Trustee McConnell
Absent: Trustee Lutke, Trustee Evans, Trustee Miezio (arrived at 6:22 p.m.)
Others: Eric Royston- Head of School, Beth Bassett-recording secretary, Mariah Wanic-BMCC

3. Additions/Approval of July 18, 2018 Agenda:

It was requested to move Head of School report to #10 and add #11 under New Business: Nomination of New Board Member- Sarah Lutke to the agenda.

**MOVED BY MACDONALD SECONDED BY MCCONNELL TO APPROVE THE JULY 18, 2018 AGENDA AS AMENDED.
AYES: ALL NAYS: NONE ABSENT: 3 MOTION CARRIED**

4. Public Comment: None.

5. Revisions/Approval of the Regular Board Meeting Minutes June 18, 2018:

**MOVED BY CHANEY SECONDED BY MCCONNELL TO APPROVE THE JUNE 18, 2018 REGULAR MEETING MINUTES AS PRESENTEED.
AYES: ALL NAYS: NONE ABSENT: 3 MOTION CARRIED**

6. Revisions/Approval of the Special Board Meeting Minutes June 21, 2018:

**MOVED BY CHANEY SECONDED BY MCCONNELL TO APPROVE THE JUNE 21, 2018 SPECIAL MEETING MINUTES AS PRESENTEED.
AYES: ALL NAYS: NONE ABSENT: 3 MOTION CARRIED**

7. Revisions/Approval of the Board-Leadership Retreat Meeting Minutes July 11, 2018:

**MOVED BY MACDONALD SECONDED BY MCCONNELL TO APPROVE THE JULY 11, 2018 BOARD-LEADERSHIP RETREAT MEETING MINUTES AS PRESENTEED.
AYES: ALL NAYS: NONE ABSENT: 3 MOTION CARRIED**

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8. Consent Resolution to Approve:

Discussion: Bordeaux commented that she was advised by Bay Mills lawyer that the terms for the officers need to be adjusted by one year and that Sarah Lutke would need to be nominated to a new three year term. Lutke will be at next month's meeting to take her oath. There was no further discussion and the following motion was made:

**MOVED BY CHANEY SECONDED BY MCCONNELL TO ADOPT CONSENT RESOLUTIONS #9-2018 THROUGH #23-2018 AS DISCUSSED.
BORDEAUX-YES, MACDONALD-YES, MCCONNELL-YES, CHANEY-YES
AYES: ALL NAYS: NONE ABSENT:3 MOTION CARRIED**

Old Business:

9. Committee Reports:

a. Academic Excellence: No meeting was held.

b. Facility: Macdonald reviewed the written submitted report covering purpose of the Connie Binsfeld Building Partner Meeting, time and date of the meetings, repairs and maintenance update, safety concerns and meetings, design changes, garbage and recycling, and action items.

*** Miezio arrived at 6:22 p.m.**

The next meeting is scheduled for August 6th at 10 a.m.

McConnell gave a building update commenting the RFP is on the SIGMA website and we will take RFP through 7-29-18. McConnell is working with Bill Fueller and Dan Scott on getting all the critical permits needed to begin. Macdonald commented the water quality studies came back approved. McConnell commented he will keep the Board updated on the septic discussions that are going on with the county. Chaney suggested compiling a list of the people who are working on upcoming projects. Macdonald commented that she is managing the CBB needs and setting up procedures while McConnell is working on the bricks and mortar of the remodel. A roster of contacts is to be created.

c. Finance: Bordeaux reviewed the written submitted report. The committee reviewed the financials, discussed the PTO days liability, the policy changes needed, the audit, and the audit manual. The committee is considering paying out the PTO days from the concession monies and will remedy the liability by the end of the year. Discussed a possible holiday bonus for staff after the fall FTE count has been determined.

d. Fundraising: Bordeaux reviewed the committees written submitted report. The committee met and determined the main objective of the LMFF is to raise funds for young children scholarships. The committee is working on the Gail Robison Scholarship fundraising event at Leo Creek and the 5K Orchards at Sunset in October.

***Head of School Eric Royston arrived at 7:40 p.m.**

e. Governance: Chaney reviewed the committees written submitted report. The committee met and discussed the agenda for the Board/Leadership retreat, policy updates, heard a CBB update, writing an update letter to parents, BMCC compliance calendar, and the need to review the operations manual. Chaney commented the committee is looking to reduce the amount of committees from seven to four and will update the Board in August.

f. Grant: Bordeaux commented that we did not receive the TC 100 or Kiwanis grant and will hear from the Raymond Pryke Foundation in 2019. No word yet regarding the GTB 2% grant request.

g. Marketing: No meeting held.

10. Head of School Report:

Royston reviewed his written submitted report. Royston updated the Board on student achievement over the year and compared from previous years. Royston updated the Board on the budget and staffing for the upcoming year. McConnell questioned what the Board is looking at for marketing for the upcoming year. Royston commented that there are spaces in the lower elementary and thinks spring once we are in the new building should be a big campaign. Bordeaux commented to use 35 years of Leelanau Montessori.

MOVED BY MCCONNELL SECONDED BY MACDONALD TO APPROVE THE COMMITTEE MINUTES, FINANCIALS AND HEAD OF SCHOOL REPORT AS PRESENTED.

AYES: ALL NAYS: NONE ABSENT: 2 MOTION CARRIED

New Business:

11. Nomination of New Member Sarah Lutke:

MOVED BY MACDONALD SECONDED BY MCCONNELL TO APPROVE NOMINATION OF SARAH LUTKE TO SERVE ON THE LMPSA BOARD, TERM ENDING JUNE 30, 2021 AS PRESENTED.

AYES: ALL NAYS: NONE ABSENT: 2 MOTION CARRIED

Lutke will take the oath at the August meeting.

20. Public Comment: Mariah Wanic from BMCC commented that there is a Board training in Novi on August 7th and a school leadership training October 15th and 16th.

21. Board Comment: Bordeaux commented she is grateful that Mariah Wanic can attend our monthly meetings and she will be attending the Michigan Civil Rights conference. Macdonald commented she will be writing a letter to submit for the conference.

22. Adjournment:

MOVED BY CHANEY SECONDED BY MCCONNELL TO APPROVE ADJOURNMENT OF THE MEETING BY CONSENSUS AT 7:21 P.M.

AYES: ALL NAYS: NONE ABSENT: 2 MOTION CARRIED

President

Date

Secretary

Date