

**Leelanau Montessori Public School Academy
Regular Meeting
Monday, March 20, 2017 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, Treasurer Evans, Trustee Martin, Trustee Bennett, Trustee Miezio, Trustee Lutke

Absent: Treasurer McConnell (excused)

Others: Eric Royston-Head of School (HOS), Beth Bassett, Kallie Craker, Corey Peterson, Jules Yates, Arden Wilson

3. Additions/Approval of February 20, 2017 Agenda:

Bordeaux requested adding Item 14. Recommendation to Allow the Board to Submit Phase 1 Applications to Bay Mills Community College and Grand Valley State University

MOVED BY BORDEAUX SECONDED BY MIEZIO TO APPROVE THE MARCH 20, 2017 AGENDA AS AMENDED.

AYES: ALL NAYS: NONE ABSENT: 1 MOTION CARRIED

4. Revisions/Approval of February 20, 2017 Regular Meeting Minutes:

MOVED BY MIEZIO SECONDED BY LUTKE TO APPROVE THE FEBRUARY 20, 2017 REGULAR MEETING MINUTES AS PRESENTED.

AYES: ALL NAYS: NONE ABSENT: 1 MOTION CARRIED

5. Head of School Report: HOS Eric Royston reviewed his submitted HOS report. Royston reviewed student achievement update, budget update, administrative evaluation, Traverse City Expo, enrollment and staffing plan update, and commented that more information regarding the HIV/Aids compliance will be forthcoming.

Old Business:

6. Committee Reports:

a. Academic Excellence: Martin reviewed her submitted report. The committee presented the Board with Upper and Lower Elementary academic skills documents to review. Martin commented she appreciated the AMI tools that Royston showed her.

b. Facilities: Macdonald commented facilities would be reviewed during the ad hoc discussion.

c. Finance: Evans commented that the committee is concentrating on planning for future needs of the school and a five year plan. Discussion on the proposed credit cards and it was decided to go with the card that offers 5 points. The following motion was made and Evans and Bennett reclused themselves from the vote.

MOVED BY LUTKE SECONDED BY MIEZIO TO APPROVE APPLYING FOR THE PROPOSED CHEMICAL BANK CREDIT CARD AS PRESENTED.

AYES: ALL NAYS: NONE ABSENT: 1 ABSTAIN: 2 (EVANS & BENNETT) MOTION CARRIED

d. Fund Raising: Bordeaux reviewed her submitted written report. Bordeaux commented that the committee is recommending tabling the 5013C. Bordeaux reviewed the upcoming events and the creation of the steering committee.

e. Grant: Bennett commented that they are moving forward with submitting grants and approaching Rotary Charities.

f. Governance: Chaney reviewed his submitted written report. Chaney commented that the conflict of interest forms are due each year from Board members and that all staff received an email regarding the process of chain of command. Chaney recommended looking at increasing the legal line amount in the budget.

g. Marketing: Bordeaux reviewed the written submitted report and commented that we have rented the billboard along M22 for July and August. Marketing is looking at increasing its budget for the next school year.

7. Ad Hoc Committee Update:

Macdonald gave a brief background on the process the ad hoc committee went through to make recommendations to the Board. The ad hoc recommendations were as follows:

Recommendations:

- Recommendation to dissolve this ad hoc committee
- We recommend that the Board acts to buy or lease Connie Binsfeld Resource Center
- We recommend a Loan subcommittee be formed. The Board should authorize specific people and must be named formally in your minutes to secure up to a certain amount of money to get us in the building.
- These individuals named will be a loan subcommittee serving within the Finance Committee.
- The Board may choose to state separately the actual dollar amount allocated towards building cost from renovation costs. The Board may also choose to authorize the Loan Subcommittee to secure the entire amount anticipated for purchase and renovation costs overall. We understand that there is some discretion needed to keep our finances out of the press prior to an official offer being made.
- We recommend a subcommittee structure for the special projects moving forward. Subcommittees should include representative membership from other committees as possible. The Head of School should serve on each and membership should not exceed five members.
- These Subcommittees are under Board directive to do their work on behalf of the Board. Members must keep notes and formal record throughout the life of the committee.
- Those Individuals who are on the sub-committee should be named specifically and should be approached.
- A Board member will serve on a subcommittee and be the lead or delegate one. The Subcommittee members report to board member who is on their committee and all committees report to Board.
- Once we know that we in fact can buy or lease the Connie Binsfeld, we recommend that the school will hold a visioning session prior to a Board meeting this spring. School leadership is responsible to lead and organize this type of event.

Discussion regarding the recommendations and all agreed to move into closed session after public comment for discussion with real estate agents.

8. Public Comment:

Kallie Craker commented that the grant committee should contact the Leelanau Community Foundation and would like the Academic Excellence Committee to supply the standards so the parents can support their child at home.

9. Closed Session: Discussion to consider purchase or lease of real property

MOVED BY MACDONALD SECONDED BY EVANS TO APPROVE MOVING INTO CLOSED SESSION TO CONSIDER THE PURCHASE OR LEASE OF REAL PROPERTY PER THE OPEN MEETINGS ACT.

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

AYES: ALL NAYS: NONE ABSENT: 1 MOTION CARRIED

**MOVED BY MARTIN SECONDED BY BENNETT TO MOVE OUT OF CLOSED SESSION PER THE OPEN MEETINGS ACT.
ROLL CALL: BORDEAUX-YES, EVANS-YES, BENNETT-YES, MIEZIO-YES, MACDONALD-YES, LUTKE-YES, CHANEY-YES,
MARTIN-YES
AYES: ALL NAYS: NONE ABSENT: 1 MOTION CARRIED**

Macdonald made the following motion but there was no second:

MOVED BY MACDONALD TO APPROVE AUTHORIZING YET TO BE NAMED SUBCOMMITTEES TO ACT AS AGENTS TO SECURE FINANCING AND BUILDING PURCHASE OR LEASE UP TO \$800,000 TOTAL INCLUDING RENOVATIONS FOR THE LMPSA BOARD.

Chaney suggested that subcommittees be formed to identify the pros and cons of leasing or buying the Connie Binsfeld Building and the options of obtaining financing for the building. Chaney referred to coming up with rules of engagement. Discussion followed and the following motion was made:

MOVED BY CHANEY SECONDED BY EVANS TO APPROVE ESTABLISHING THREE SUB COMMITTEES: CAPITAL CAMPAIGN STEERING COMMITTEE, FACILITIES SUB COMMITTEE, AND FINANCE SUB COMMITTEE, AND FOR THE MEMBERS TO BE IDENTIFIED BY THE COMMITTEE CHAIRS WITH THE PURPOSE OF PRESENTING OPTIONS TO THE BOARD IN REGARDS TO SECURING THE CONNIE BINSFELD BUILDING, AND TO SUBMIT THE PROPOSALS BY APRIL 17, 2017.

AYES: 7 NAYS: 1 (MACDONALD) ABSENT: 1 MOTION CARRIED

*Miezio left at 9:48 p.m.

Chaney recommended the subcommittees consult with all subject matter experts to get questions answered and come up with pros and cons. Discussion regarding time line that is needed as well and when we would need to get into the building to complete the renovations before opening. Bordeaux commented that the steering committee will meet on April 3rd. It was encouraged to have the finance and the facilities committees meet with the real estate agents and the LMPSA attorney to explore options.

MOVED BY MACDONALD SECONDED BY EVANS TO APPROVE DISSOLVING THE AD HOC COMMITTEE- FUTURE OF OUR SCHOOL AS RECOMMENDED BY THE AD HOC COMMITTEE.

AYES: 7 NAYS: 0 ABSENT: 2 MOTION CARRIED

MOVED BY MACDONALD SECONDED BY BENNETT TO APPROVE AUTHORIZING HEAD OF SCHOOL, ERIC ROYSTON TO SUBMIT RFP'S FOR FINANCING, ARCHITECTS, AND BUILDERS.

AYES: 1 NAYS: 7 ABSENT: 2 MOTION FAILED

Macdonald voiced her disappointment and frustration over the process. Macdonald reiterated that the ad hoc committee was put in place to make recommendations to the Board which she feels are not being heard. Chaney commented that he would like to see each subcommittee come back to the Board with pros and cons of buying or leasing the building and financing at the April 17th meeting.

10. Professional Staff Evaluation Policy Resolution #2-2017:

MOVED BY MACDONALD SECONDED BY BORDEAUX TO ADOPT RESOLUTION #2-2017 PROFESSIONAL STAFF EVALUATION POLICY AS PRESENTED.

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

AYES: 7 NAYS: 0 ABSENT: 2 MOTION CARRIED

11. Technology Evaluation Policy Resolution #3-2017:

MOVED BY EVANS SECONDED BY BENNETT TO ADOPT RESOLUTION #3-2017 TECHNOLOGY EVALUATION POLICY AS PRESENTED.

ROLL CALL: BORDEAUX-YES, EVANS-YES, BENNETT-YES, MACDONALD-YES, LUTKE-YES, CHANEY-YES, MARTIN-YES
AYES: 7 NAYS: 0 ABSENT: 2 MOTION CARRIED

12. Head of School Evaluation Policy Resolution #4-2017:
MOVED BY MACDONALD SECONDED EVANS TO ADOPT RESOLUTION #4-2017 HEAD OF SCHOOL EVALUATION POLICY AS PRESENTED.
ROLL CALL: BORDEAUX-YES, EVANS-YES, BENNETT-YES, MACDONALD-YES, LUTKE-YES, CHANEY-YES, MARTIN-YES
AYES: 7 NAYS: 0 ABSENT: 2 MOTION CARRIED

13. Operations Manual Resolution #5-2017:
MOVED BY BENNETT SECONDED LUTKE TO ADOPT RESOLUTION #5-2017 OPERATIONS MANUAL AS PRESENTED.
ROLL CALL: BORDEAUX-YES, EVANS-YES, BENNETT-YES, MACDONALD-YES, LUTKE-YES, CHANEY-YES, MARTIN-YES
AYES: 7 NAYS: 0 ABSENT: 2 MOTION CARRIED

New Business

14. Recommendation to Allow Board to Submit Phase 1 Application to Bay Mills College and Grand Valley State University:
MOVED BY BENNETT SECONDED BY LUTKE TO APPROVE SUBMITTING PHASE 1 CHARTER APPLICATIONS TO BAY MILLS COMMUNITY COLLEGE AND GRAND VALLEY STATE UNIVERSITY SUBJECT TO MINOR EDITS.
AYES: 7 NAYS: 0 ABSENT: 2 MOTION CARRIED

15. Overnight Trip to Leelanau Outdoor Center:
MOVED BY LUTKE SECONDED BY MACDONALD TO APPROVE THE CAMP LEELANAU OUTDOOR CENTER OVERNIGHT ON APRIL 27TH FOR THE 3RD-6TH GRADE.
AYES: 7 NAYS: 0 ABSENT: 2 MOTION CARRIED

16. Public Comment: None

17. Board Comments:

Bordeaux thanked Kira Davis and Steve Feringa for their work with the Grand Traverse Band on obtaining a letter of support for the charter application. Macdonald thanked the ad hoc committee. Chaney thanked Eric, Nicole and Bethany for their work on the academic excellence committee.

18. Adjournment: The Board agreed by consensus to adjourn at 10:27 p.m.

President

Date

Secretary

Date