

Leelanau Montessori Public School Academy (LMPSA)
Wednesday, June 17, 2020
7401 E. Duck Lake Road, Lake Leelanau, MI 49653

1. Call to Order: President Macdonald called the Zoom meeting to order at 6:04 p.m.

2. Roll Call: President Macdonald, Secretary Abbott, Trustee Morse, Trustee Miezio, Vice President Bordeaux, Trustee McConnell

Absent: Trustee Lutke (arrived at 6:12 p.m.)

Others: Beth Bassett- Recording Secretary, Arden Wilson- Head of School, Mariah Wanic- BMCC, Deb Shutt, Chelsea Boehrsen

3. Additions/Approval of June 17, 2020 Agenda:

MOVED BY MCCONNELL SECONDED BY ABBOTT TO APPROVE THE JUNE 17, 2020 AGENDA AS PRESENTED.

AYES: ALL NAYS: NONE ABSENT: 1 MOTION CARRIED

4. Public Comment: None

5. Budget Hearing:

a. Open Public Hearing:

MOVED BY BORDEAUX SECONDED BY MCCONNELL TO APPROVE OPENING THE ANNUAL BUDGET HEARING AT 6:07 P.M.

AYES: ALL NAYS: NONE ABSENT: 1 MOTION CARRIED

b. Budget Hearing: Abbott asked if the proposed budget included a decrease in per pupil funding next year. Wilson commented that there is a \$650 decrease for the 20-21 school year as well as a \$600 decrease for the 19-20 school year.

***Treasurer Lutke arrived at 6:12 p.m.**

Lutke commented that the ending fund balance for the current year looks good and could be higher if the per pupil funding is not lowered for the current school year. Lutke also commented that the cost of the portable in the 20-21 budget may be understated a bit as it does not include the cost of rent. There is currently approximately \$11,000 in the capital outlay account to possibly help with the cost of the drain field. Lutke commented she wants to make sure that the staffing costs do not exceed the revenue. Wilson commented that the two new hires are included in the 20-21 budget and there are plans in place if the FTE in the fall is lower than expected. Wilson reviewed the scenario planning. Both Lutke and Wilson commented they are happy with the 8% projected fund balance.

c. Public Comment: None

d. Close Public Hearing:

MOVED BY BORDEAUX SECONDED BY MCCONNELL TO APPROVE CLOSING THE ANNUAL BUDGET HEARING AT 6:27 P.M.

AYES: ALL NAYS: NONE ABSENT: 0 MOTION CARRIED

6. Revisions/Approval of the May 20, 2020 Regular Board Meeting Minutes:

MOVED BY MCCONNELL SECONDED BY BORDEAUX TO APPROVE THE MAY 20, 2020 REGULAR MEETING MINUTES AS PRESENTED.

AYES: ALL NAYS: NONE ABSENT: 0 MOTION CARRIED

7. Head of School Report: Head of School Wilson submitted her written submitted report. Wilson commented on the plans for the summer months, COVID preparedness and plans, enrollment and staffing, finance, and facility. Wilson encouraged the Board to review the scenario planning document attached and spoke of the return to school committee. The budget is set with 75 FTE and 32 preschool children. There will be two new staff members. Wilson reviewed the portable classroom plans and removal of walls between the primary and toddler rooms. Wilson hopes to have the walls removed by July 15th and the portables in place by August 1st. Bahle Properties donated the two storage pods. Bordeaux commented she liked the scenario planning document. Wilson reviewed her financial flow chart for the Board. Lutke commented that if we get the \$102,000 forgiven we should have \$45,000 to work with.

Old Business:

8. Committee Reports:

a. Academic Excellence: Wilson reviewed the committees written submitted report. Wilson commented the curriculum binder has been completed, the SIP is ready, and Wilson spoke of the school's diverse assessments.

b. Facility: Wilson reviewed the committees written submitted report. Wilson commented there are work bees scheduled for the summer, Drew Johncox is on for helping with the walls, and the possibility of ShareCare moving locations.

c. Finance: The Board had no questions regarding the budget amendment or 20-21 original budget.

d. Fundraising: Bordeaux reviewed the committees written submitted report.

e. Grant: Morse commented that no formal meeting was held but a few grants have been submitted.

f. Governance: Abbott reviewed the committees written submitted report. Abbott commented that there are no new candidates for the open Board position. Bordeaux read an evaluation letter penned by the Governance committee in regards to a very positive evaluation for head of school, Arden Wilson.

g. Marketing: McConnell commented that he and Wilson met and discussed the website and brochure. McConnell suggested a press release be drafted regarding the upcoming expansion.

MOVED BY BORDEAUX SECONDED BY MCCONNELL TO APPROVE THE JUNE COMMITTEE NOTES AND FINANCIALS AS PRESENTED.

AYES: ALL NAYS: NONE ABSENT: 0 MOTION CARRIED

9. Approval of Final Budget Amendment 2019-20 Resolution #5-2020:

MOVED BY MCCONNELL SECONDED BY ABBOTT TO ADOPT RESOLUTION #5-2020 FINAL BUDGET AMENDMENT 2019-20 AS PRESENTED.

ROLL CALL: MACDONALD-YES, BORDEAUX-YES, MIEZIO-YES, MCCONNELL-YES, LUTKE-YES, MORSE-YES, ABBOTT-YES

AYES: ALL NAYS: NONE ABSENT: 0 MOTION CARRIED

10. Approval of Original Budget 2020-21 Resolution #6-2020:

MOVED BY BORDEAUX SECONDED BY MIEZIO TO ADOPT RESOLUTION #6-2020 ORIGINAL BUDGET 2020-21 AS PRESENTED.

ROLL CALL: MACDONALD-YES, BORDEAUX-YES, MIEZIO-YES, MCCONNELL-YES, LUTKE-YES, MORSE-YES, ABBOTT-YES

AYES: ALL NAYS: NONE ABSENT: 0 MOTION CARRIED

New Business:

11. Board Calendar Discussion- Date, Time, Place:

MOVED BY MORSE SECONDED BY MCCONNELL TO APPROVE THE 2020-21 BOARD MEETING CALENDAR MEETING DATE, TIME, AND PLACE AS THE THIRD WEDNESDAY OF THE MONTH AT 6:00 P.M. AT THE LMPSA CAMPUS. AYES: ALL NAYS: NONE ABSENT: 0 MOTION CARRIED

12. Portable Classroom Project: The Board discussed the need for the portable classrooms and the following motion was made:

MOVED BY MCCONNELL SECONDED BY MORSE TO APPROVE THE EXPENDITURE OF \$33,000 FOR PHASE 1 OF THE ACQUISITION AND PLACEMENT OF TWO PORTABLE CLASSROOMS. AYES: ALL NAYS: NONE ABSENT: 0 MOTION CARRIED

13. Drain Filed Project: Wilson reviewed a proposed timeline for the drain field project to submit and asked for permission to communicate. The following motion was made:

MOVED BY MCCONNELL SECONDED BY BORDEAUX TO APPROVE HEAD OF SCHOOL WILSON TO MOVE FORWARD WITH SUBMITTING TIME LINE AND RFP ON PROPOSED DRAIN FIELD PROJECT AS PRESENTED. AYES: ALL NAYS: NONE ABSENT: 0 MOTION CARRIED

14. Public Comment: Wilson thanked Colleen Macdonald for her years of service.

15. Board Comment: Morse thanked the teachers for all their hard work on the Learning from Home curriculum. All the members thanked Macdonald for her years of service.

16. Adjournment:

MOVED BY MCCONNELL SECONDED BY BORDEAUX TO ADJOURN AT 7:35 P.M. AYES: ALL NAYS: NONE ABSENT: 0 MOTION CARRIED.

President

Date

Secretary

Date