



# Concord Academy Boyne

## Board of Directors Regular Meeting Minutes June 19, 2017

Meeting held at the School Building, below.

A. Meeting called to order by Lindsay Verwys at 6:03 p.m.

Present: Sam Kosc, Jeff Derenzy, Cindy Banner (arrived at 6:07), Christie Meir, Lindsay Verwys

Absent: Abe Manthei (pre-planned absence)

Also Present: Denise with Lakeshore Educational Management, Inc

B. Approval of Minutes. Jeff Derenzy moved and Christie Meir seconded, CARRIED, 4-0 with Lindsay Verwys voting to approve minutes from the May 15, 2017 meeting.

C. Approval of Agenda. Christie Meir moved, Jeff Derenzy seconded, CARRIED, 4-0 with Lindsay Verwys voting to approve Agenda.

D. New Business

1. Administrator's Evaluation- Denise presented Becky's evaluation

2. ESP contract for 2017-18

Cindy Banner moved, Christie Meir seconded, CARRIED 4-0 to approve the ESP contract for the 2017-18 school year.

3. By-Laws- Becky presented the by-laws. Jeff Derenzy moved, Cindy Banner seconded, CARRIED 4-0 to approved the By-Laws.

4. Articles of Incorporation- Becky presented the Articles and passed on to the board that the format that they were originally in needed to be changed to the current format per the attorney. Cindy Banner moved, Jeff Derenzy seconded, CARRIED 4-0 to approved the Articles of Incorporation but to verify that the numbers that are written in are the correct numbers.

E. Unfinished Business

1. Board Self Evaluation- Board had filled out their forms. They handed them in to Holly. An average total was obtained and form uploaded to EpiCenter.

2. ESP Evaluation- Discussion was had and the ESP evaluation was gone over.

F. Treasurer's Report.

1. Budget Revision- Revision was presented and discussion had. Cindy Banner moved, Jeff Derenzy seconded, CARRIED 4-0 to approve Budget Revision

2. Budget Adoption 2017-18- Budget was presented and discussion was had. Jeff Derenzy moved, Sam Kosc seconded, CARRIED 4-0 to approve the budget for 2017-18.

3. Parking Lot Approval- Holly asked for approval to hire a contractor to do the work on the parking lot this summer. Jeff Derenzy moved, Christie Meir seconded, CARRIED 4-0 to approve Holly to spend up to \$20,000 on the parking

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lot improvements.

4. Fingerprint approval- Discussion was had. Cindy Banner moved, Sam Kosc seconded, CARRIED 4-0 to approve Holly as the Fingerprint Officer.
  5. Credit Card Limit Increase- Discussion was had. Holly will talk to the auditor regarding the idea of two-three cards with a limit of \$5,000 each and report back to the board.
- G. School Success Team Report- Jeff reported that there was no meeting due to it being the end of school. The team will re-group in September.
- H. Administration Report & Recommendations.
1. See Attached
  2. Motion was made to approve soccer and dance to count as a PE credit. Christie Meir moved, Cindy Banner seconded, CARRIED 4-0.
- I. LSSU Charter Schools Office Report. None
- J. Correspondence. None
- K. Public Comment. None.
- L. Extended Public Comment. None.
- M. Other Business. Cindy Banner moved, Jeff Derenzy seconded, CARRIED 4-0 to cancel the July meeting due to lack of agenda items.
- N. Adjournment of Meeting. Motion was made to adjourn meeting. Cindy Banner moved, Jeff Derenzy seconded, CARRIED, 4-0, to adjourn meeting at 8:06 p.m.

Respectfully submitted,

Holly Theile  
Business Manager

Student Enrollment:

Enrollment: Year Ending: 165

Have list of families not returning

Epicenter Document Submission Compliance:

Docs submitted on time: 100%  
Docs submitted accurate: 100%

Academics & Student Growth:

\*PSAT/SAT Data coming June 27 per MDE; we will review in August

Student Assessment Comments:

Staff:

\*Dance Teacher hired!

\*Open Positions for 17-18 year

\*Miss Grunch has informed me that she will not be returning in the 2018-19 school year. Our plan is to begin our search in January, and hopefully be able to transition the new person in before year end.

Professional Development Update:

\*August 30: CAB Staff Training at Camp Daggett

Board Policy Updates:

\*N/A—June meeting will have Spring updates

LSSU Connections:

N/A

Other Notes/Comments:

\*Per Chris—adopt resolution to only have 5 Board members.

\*Soccer and/or Dance to count as PE credit

*CM 1st CB 2nd - 4-0  
motion made to approve soccer and dance to count as PE credit*

Administrative Goals

1. To define and vertically align K-12 curriculum to ensure we are meeting the needs of our students.
2. Within 5 years, to have a K-12 standards-based grading system, for defined curriculum.
3. To increase curriculum resources and PD opportunities for teachers.
4. To get our students, our accomplishments, and our programs out into the wider community more than the present level.
5. To continue to improve communication with parents, students, and the wider community.
6. To stabilize and increase enrollment.

Administrative Areas of Focus: School

Advance Rubric

1. Achievement Gap Reduction/ Elimination
2. Communicating a Shared Vision for Learning and Achievement
3. Ensuring a High Quality/Fidelity/ Reliability Instructional Program (for Curriculum, Instruction, and Assessment)
4. Evidence Based and Data Informed Decision Making (Collaborative Inquiry, Systematic Use of Multiple Data Sources, and Data Systems)
5. Effective Performance Evaluations of Staff