



Concord Academy Boyne

Board of Directors Regular Meeting Minutes

August 15, 2016

Meeting held at the School Building, below.

A. Meeting called to order by Abe Manthei at 6:05 p.m.

Present: Abe Manthei, Sam Kosc, Lindsay Verwys, Jeff Derenzy

Absent: Cindy Banner

B. Approval of Minutes. Jeff Derenzy moved and Lindsay Verwys seconded, CARRIED, 3-0 to approve Minutes of Regular Meeting 6-20-16.

C. Approval of Agenda. Sam Kosc moved, Lindsay Verwys seconded, CARRIED, 3-0 to approve Agenda.

D. Treasurer's Report.

1. Auditors in building performing yearly audit
2. Nonprofit Corp Annual paperwork filled out
3. Window/Door update

E. Administration Report & Recommendations.

1. See Attached

F. LSSU Charter Schools Office Report. Larry was in attendance and reported about the PD LSSU offers for Board Members. He noted that a conflict of interest form should be signed by each board member every year.

G. Correspondence. None

H. Public Comment. None.

I. Unfinished Business

1. Board Policy Update was discussed regarding Open Carry Policy. Sam Kosc motioned and Jeff Derenzy seconded to approved policy as written by NCSI. CARRIED 3-0 to approve.

J. New Business.

1. Designation of principal print media source for 2016/17.

Petoskey News Review- Sam Kosc motioned and Jeff Derenzy seconded.

Motion carried 3-0

2. Calendar of Regular Board Meetings 8/1/16 to 6/30/17.

3rd Monday of each month at 6:00pm. Jeff Derenzy motioned and Lindsay

Verwys seconded.

Motion carried 3-0

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3. Election of Officers for 2016/17.
President- Abe Manthei
Vice President- Lindsay Verwys
Secretary- Cindy Banner
Treasurer- Sam Kosc
Fingerprint Officer- Jeff Derenzy
Lindsay Verwys motioned and Jeff Derenzy seconded. Motion carried 3-0
4. Appointment of FOIA coordinator for 2016/17.
Holly Theile. Jeff Derenzy motioned and Lindsay Verwys seconded. Motion carried 3-0
5. Appointment of Title II, Title VI, Title VII, Title IX coordinator for 2016/17.
Rebekah Leist Title II coordinator and Joslyn Cleary-Matelski for all the rest. Lindsay Verwys motioned and Jeff Derenzy seconded.
Motion carried 3-0
6. Appointment of Legal Counsel for 2016/17.
Klevorn & Klevorn. Jeff Derenzy motioned and Sam Kosc seconded.
Motion carried 3-0
7. Appointment of Auditor for 2016/17.
Baird, Cotter, and Bishop. Lindsay Verwys motioned and Jeff Derenzy seconded. Motion carried 3-0.
8. Appointment of person and location for posting meeting notices for 2016/17.
Lesley Kohler; at the front door visible at all times. Lindsay Verwys motioned and Jeff Derenzy seconded. Motion carried 3-0
9. Designation of repository for Academy funds for 2016/17.
Chase. Jeff Derenzy motioned and Lindsay Verwys seconded. Motion carried 3-0
10. Affirmation of check signature authority limits for 2016/17.
Check limits the same as last year. Sam Kosc motioned and Lindsay Verwys seconded. Motion carried 3-0.
11. Designation of personnel authorized to make contracts with service providers for 2016/17.
Becky Leist and Holly Theile. Lindsay Verwys motioned and Jeff Derenzy seconded. Motion carried 3-0.
12. Appointment of Chief Administrative Officer for 2016/17.
Becky Leist. Lindsay Verwys motioned and Jeff Derenzy seconded. Motion carried 3-0.
13. Appointment of Chief Financial Officer for 2016/17.
Holly Theile. Jeff Derenzy motioned and Lindsay Verwys seconded. Motion carried 3-0.
14. Appointment of Civil Rights Coordinator(s) for 2016/17.
Holly Theile and Lesley Kohler. Lindsay Verwys motioned and Jeff Derenzy seconded. Motion carried 3-0
15. 2016/17 School Calendar. Approved at meeting in the Spring.
16. Designation of McKinney/Vento coordinator for 2016/17.

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Joslyn Cleary-Matelski. Sam Kosc motioned and Jeff Derenzy seconded. Carried 3-0.

17. Discussion was had regarding Board Committees. Four committees were set up: Finance, Communication, School Improvement Team, and Strategy and Structure. Finance and Communication will have Sam Kosc on it as well as Lindsay Verwys will write something to put in the compass different times throughout the year. Jeff Derenzy will be on the School Improvement Team and Abe Manthei will be on the Strategy and Structure Committee.

K. Extended Public Comment. None.

L. Other Business. None.

M. Adjournment of Meeting. Motion was made to adjourn meeting. Lindsay Verwys moved, Jeff Derenzy seconded, CARRIED, 3-0, to adjourn meeting at 7:20 p.m.

Respectfully submitted,

Holly Theile
Business Manager

Student Enrollment:

June Final Enrollment: 181
 Current Enrollment: 172*
 *9 not confirmed at this time

LSSU Connections:

*Paperwork received regarding LSSU Charter Renewal

Epicenter Document Submission Compliance:

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

Other Notes/Comments:

*Post OnSite Review: Second submission of Title I Review Docs was approved by MDE; now just following through with list of documents required Dec. 2016

*Schedule Changes:

*MS/HS Schedule
 *Daily Start/End Times—8:15am-3:10pm

Academics & Goals	
Reading Scantron (70%) Growth Gap	
Math Scantron (70%) Growth Gap	
Reading-Spring College Target-% Met	
Math-Spring College Target-% Met	
M-STEP Grades 3-9 Comparison Dists.	
M-STEP Grade 11 Comparison Dists.	

Student Assessment Comments:

Staff:

*All necessary staff are hired for upcoming year
 *Still looking for a part-time special education teacher

Professional Development Update:

None at this time

Board Policy Updates:

*Continue discussion of open carry/closed campus policy