



Concord Academy Boyne

Board of Directors Regular Meeting Minutes

August 17, 2020

Meeting held at the School Building, below.

A. Meeting called to order by Abe Manthei at 6:00 p.m.

Present: Abe Manthei, Jeff Derenzy, Donna Grams, Trisha Stefanic, Janenne Pung

Also Present: Keith Krahnke (virtually), Holly Theile, Rebekah Leist

B. Approval of Minutes. Janenne Pung moved and Donna Grams seconded, CARRIED, 4-0 to approve minutes of July 27, 2020 meeting.

C. Approval of Agenda. Jeff Derenzy moved, Donna Grams seconded, CARRIED, 4-0 to approve Agenda.

D. Treasurer's Report.

1. Auditors in building performing yearly audit Aug 24th-25th
2. Financial Updates- 11p and 11d funds were discussed. No word yet on how much per pupil funding is going to be.
3. Updates on MSP Security Grant- Due to the Pandemic the grant is not being offered this year.
4. Nonprofit Corp Annual paperwork filled out

E. Administration Report & Recommendations.

1. See Attached
2. High School Course Approval- Motion made that all students at Concord Academy Boyne are able to take remote or virtual versions of our own Board approved courses, as well as any courses from Michigan Virtual Academy (MVA). Trisha Stefanic moved, Donna Grams seconded, CARRIED 4-0, to approve.
3. High School Basketball Credit- Tabled until the September meeting.

F. LSSU Charter Schools Office Report.

Keith was present virtually. He let the board know that the situation is fluid regarding per pupil funding. The Back to School Plan is solid but there will be lots of extra tracking and reporting. He said it looks like we are in good shape so far.

G. Correspondence. None

H. Public Comment. None.

I. Unfinished Business

1. Board Goals- Parent Teacher Partnership is seeking volunteers to help with 00401 East Dietz Road * Boyne City, Michigan 49712 * 231-582-0194

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cleaning during the day, recess duty, directing traffic, shoveling, and other various tasks. Donna will compose a letter and get it out to the parents asking for volunteers.

J. New Business.

- 1.Designation of principal print media source for 2020/21.
Petoskey News Review- Jeff Derenzy motioned and Donna Grams seconded.
Motion carried 4-0
- 2.Calendar of Regular Board Meetings 8/1/20 to 6/30/21.
3rd Monday of each month at 6:00pm. Jeff Derenzy motioned and Donna Grams seconded. Motion carried 4-0
- 3.Election of Officers for 2020/21.
President- Abe Manthei
Vice President- Jeff Derenzy
Secretary-Trisha Stefanic
Treasurer- Donna Grams
Jeff Derenzy motioned and Donna Grams seconded. Motion carried 4-0
Fingerprint Officer-Holly Theile
Jeff Derenzy motioned and Donna Grams seconded. Motion carried 4-0
- 4.Appointment of FOIA coordinator for 2020/21.
Holly Theile. Jeff Derenzy motioned and Donna Grams seconded. Motion carried 4-0
- 5.Appointment of Title II, Title VI, Title VII, Title IX coordinator for 2020/21.
Rebekah Leist Title II coordinator and Joslyn Cleary-Matelski for all the rest. Jeff Derenzy motioned and Donna Grams seconded.
Motion carried 4-0
- 6.Appointment of Legal Counsel for 2020/21.
Klevorn & Klevorn. Jeff Derenzy motioned and Donna Grams seconded.
Motion carried 4-0
- 7.Appointment of Auditor for 2020/21.
Baird, Cotter, and Bishop. Jeff Derenzy motioned and Donna Grams seconded. Motion carried 4-0.
- 8.Appointment of person and location for posting meeting notices for 2020/21.
Lesley Kohler; at the front door visible at all times. Jeff Derenzy motioned and Donna Grams seconded. Motion carried 4-0
- 9.Designation of repository for Academy funds for 2020/21.
Chase. Jeff Derenzy motioned and Donna Grams seconded. Motion carried 4-0
- 10.Affirmation of check signature authority limits for 2020/21.
Check limits the same as last year. Jeff Derenzy motioned and Donna Grams seconded. Motion carried 3-0.
- 11.Designation of personnel authorized to make contracts with service providers for 2020/21.
Becky Leist and Holly Theile. Jeff Derenzy motioned and Donna Grams seconded. Motion carried 4-0.
- 12.Appointment of Chief Administrative Officer for 2020/21.

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Becky Leist. Jeff Derenzy motioned and Donna Grams seconded. Motion carried 4-0.

13.Appointment of Chief Financial Officer for 2020/21.

Holly Theile. Jeff Derenzy motioned and Donna Grams seconded. Motion carried 4-0.

14.Appointment of Civil Rights Coordinator(s) for 2020/21.

Holly Theile and Lesley Kohler. Jeff Derenzy motioned and Donna Grams seconded. Motion carried 4-0

15. 2020/21 School Calendar. Approved at meeting in the Spring.

16. Designation of McKinney/Vento coordinator for 2020/21.

Joslyn Cleary-Matelski. Jeff Derenzy motioned and Donna Grams seconded. Carried 4-0

17. Board Policy Title IX update- Update given to board. This policy will be voted on at the September board meeting.

K. Extended Public Comment. None

L. Other Business.None

M. Adjournment of Meeting. Motion was made to adjourn meeting. Jeff Derenzy moved, Donna Grams seconded, CARRIED, 4-0, to adjourn meeting at 7:27 p.m.

Respectfully submitted,

Holly Theile
Business Manager

Student Enrollment:

*Enrollment for 20/21:

153

-Kdg: 11

-New: 29*

Epicenter Document Submission Compliance:

Docs submitted on time: 100%

Docs submitted accurate: 100%

Achievements:

Student Assessment Comments:

*Assessments must be given in 1st 9 weeks; SAT/PSAT dates established

*Evaluations are not exempt at this time

*3rd grade reading law loosely in effect this year/IRIPs will continue

Discipline Issues:

N/A

Staff:

*Science Teacher: Karen Coleman

*Social Studies: Austin Booms

*English: 6-8 Padgett; 9-12 Leist

Professional Development Update:

*3 Days Virtual PD for Staff, plus 1 in person date: August 25th

Board Policy Updates:

*See attached file—all are required, or policies that I've chosen to take.

LSSU Connections:

*Our Covid Preparedness Plan has been submitted to the state, per LSSU.

Other Notes/Comments:

*Meet & Greet on Monday, August 24th. Tentative time 5-7pm. More details to go out this week.

*Kindergarten Round Up on Thursday, August 27th, starting at 10am. Appointments will be used to see 1 family at a time.

Administrative Goals

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