



Concord Academy Boyne

Board of Directors Regular Meeting Minutes January 18, 2021

Meeting held Virtually.

- A. Meeting called to order by Abe Manthei at 6:00p.m.
Present: Jeff Derenzy, Donna Grams, Trisha Stefanic, Abe Manthei, Janenne Pung, Holly Theile, Rebekah Leist
Also Present: Keith Kranhke, Holly LaCombe, and Lauren Haske
- B. Approval of Minutes. Donna Grams moved and Jeff Derenzy seconded, CARRIED, 4-0 to approve Minutes of Regular Meeting that was held on December 17, 2020.
- C. Approval of Agenda. Donna Grams moved, Janenne Pung seconded, CARRIED, 4-0 to approve Agenda with the removal of "Strategic Plan" under New Business and having this discussion during a work session after the meeting has ended.
- D. Treasurer's Report.
1. Financials- Were emailed to the board.
2. Revised Budget was presented. Motion made to accept the revised budget. Donna Grams moved, Trisha Stefanic seconded, CARRIED, 4-0 to approved as written.
- F. Administration Report & Recommendations.
1. See Attached
- G. LSSU Charter Schools Office Report. Keith reported...see attached notes that he reported on attached to these minutes.
- H. Correspondence. None.
- I. Public Comment. Lauren wanted to know if the school was in need of any supplies as she would be willing to donate if so. We will get a list together and post it.
- J. Unfinished Business.
1. Extended COVID-19 Learning Plan- Discussion was had. No changes to the plan at this time. Janenne Pung moved, Donna Grams seconded, CARRIED, 4-0 to approve no changes to the plan this month.
- K. New Business. None.
- L. Extended Public Comment. None
- M. Other Business. None

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N. Adjournment of Meeting. Motion was made to adjourn meeting. Jeff Derenzy moved, Trisha Stefanic seconded, CARRIED, 4-0, to adjourn meeting at 6:47p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Holly Theille".

Holly Theille
Business Manager

Student Enrollment:

*Enrollment for 20/21:

161 (formerly 165, 159)

*Some of our online families have returned to in-person!

*3-4 potential new students at semester.

Epicenter Document Submission Compliance:

Docs submitted on time: 100%

Docs submitted accurate: 100%

Achievements:

*CAB Annual Calendar is on sale for \$15.
This year's Theme: "Tourist Attractions:
Near & Far"

Student Assessment Comments:

*Intervention needs are mostly in 2 grade levels for K-5. Title I teacher and interventionists are working on developing a schedule to get started.

*We are looking for a full time Title I parapro/teacher to help with K-5.

*Students are taking the NWEA assessment this week; LSSU will complete our state reporting requirements for us as long as we finish testing by the 20th.

Discipline Issues:

N/A

Staff:

*We will be looking for a long-term sub for MS/HS Math beginning near the end of February, as Mrs. Ritter will be taking maternity leave!

Extended Covid-19 Learning Plan:

*Continue to stay the course; K-12 has resumed in-person learning.

*We continue to have no new cases or concerns.

*Cases on record: 1 (HS-December)

Board Policy Updates:

LSSU Connections:

Other Notes/Comments:

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.

LSSU Field Rep Report: Concord Academy Boyne Board

January 18, 2021

1. **First, and foremost, January is “School Board Appreciation Month”.** Serving on a school board, making decisions that affect the lives of so many children now and in the future, is a noble, though often thankless, endeavor. Especially over this past year when the health and safety of our children has been even more of a concern, those charged with governing school districts faced issues rarely seen, or even imagined. Thank you for being strong advocates for, and protectors of, children. I salute you !!!!

FYI, a token of appreciation for each board member has been mailed to your school from our office; hope you enjoy the gift.

2. **ICYMI #1:** Legislation (Senate Bill 1246) was passed to extend a board's ability to meet virtually to March 31, 2021. The legislation also prescribes measures for meeting in person before April 1st. I believe Jenny Peterman circulated this information last week. Contact me (us) if there are any questions (which Holly did but this is not a onetime limited offer ! 😊).
3. **ICYMI#2:** Posted on our Charter School Office website is a webinar called “Board Membership 101”, a 29-minute presentation about the basics of governing in a charter school. Though it is ostensibly designed for new or aspiring board members, even veteran board members would find the information helpful. (Might especially be of interest to your prospective board members, Holly and Lauren) This is not part of our five webinar series. The next webinar in that series is February 3rd, and is about school culture.
4. **Portfolio Report:** Very soon you will be receiving a portfolio report which will represent academic and whole child information for your district, right alongside that from the other 20 academies authorized by LSSU. Because COVID mitigation measures disrupted testing in the 2019-20 school year, the academic report normally provided by Julie Hopper couldn't be prepared. This broader portfolio report, also prepared by Julie Hopper, will provide a range of information for school leaders. I have seen the draft, it is almost done, I believe you'll be impressed. This will be disseminated to each board member.
5. **Financial Report:** A tri-colored financial report, similar to the Governance and Compliance Report provided last fall, will soon be arriving, delivered to board president's and school leaders. We ask that your leaders disseminate to the rest of the board and consider making it an item at your February meeting. This report is prepared by Becky Clawson, our Finance Specialist.
6. **Board Membership:** I know there has been some discussion about the future of CAB's board, its size, its membership. With a couple prospective members in the wings, and decisions being made by Donna, Jeff, and Abe, our office remains ready to assist with either re-appointment, or the application process. As much as can be done completely by mid-April would be great, as the LSSU board meets early in May and we'd have to be ready by then to get any action on that agenda. Please contact me with any questions or need for assistance.

MONTHLY EXTENDED COVID-19 LEARNING PLANS ("ECLP") ACTIONS

Concord Academy Boyne (the "Academy")

A regular meeting of the Academy Board of Directors was held on the 18th day of ~~January~~, 2021, at 6:00 p.m.

The meeting was called to order at 6:00 p.m. by Board Member Abe Manthei _____

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

Absent: _____

Prior to review and board action, the Academy Board, as required, solicited public comment from parents or legal guardians of the pupils enrolled at the Academy with regard to its ECLP. The following preamble and resolution were offered by Board Member Janenne Pung and supported by Board Member Donna Grams:

BACKGROUND

Pursuant to extended COVID-19 learning plan ("ECLP") legislation, "[t]hirty days after the approval of the plan ... , and every 30 days thereafter, ... at a meeting of the board or board of directors, ..." the Academy Board is required to take specific actions with regard to how instruction is going to be delivered during the 2020-2021 school year, solicit public comment, and publicly announce weekly interaction rates.

THE ACADEMY BOARD THEREFORE RESOLVES THAT:

1. The Academy Board is reconfirming that instruction shall be delivered as follows during the 2020-2021 school year:
 - ✓ No changes to the Academy's delivery of instruction.
2. The Academy Board, during this meeting, solicited public comment from the parents or legal guardians of the pupils enrolled in the Academy.
3. The Academy Board has publicly announced its weekly two-way interaction rates¹ as follows, during this monthly reconfirmation meeting and shall make these rates accessible through the transparency reporting link located on the Academy's website.

Week Ending:	Friday, December 18, 2020	99.4%
Week Ending:	Friday, December 25, 2020	No School
Week Ending:	Friday, January 1, 2021	No School
Week Ending:	Friday, January 8, 2021	99.4%
Week Ending:	Friday, January 15, 2021	99.4%

Ayes: Jeff Derenzy, Donna Grams, Janenne Pung, Trisha Stefanic

Nays: _____

Defined as the percentage of students enrolled in the Academy that have two (2) two-way interactions with the student's teacher or one of the student's teacher. The Academy shall ensure that 2 two-way interactions occur between a student enrolled in the Academy and the student's teacher or at least one of the student's teachers during each week of the school year for at least 75% of pupils enrolled in the district.

MONTHLY EXTENDED COVID-19 LEARNING PLANS ("ECLP") ACTIONS

Resolution declared adopted.

i-18-21



Print Name: Abe Manthei

President, Academy Board

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General Appropriations Resolution of the Board of Directors of Concord Academy Boyne

RESOLVED, that this shall be the general appropriations act for the fiscal year 2020/21.

BE IT FURTHER RESOLVED, that the revenues estimated to be available for appropriations in the general fund are as follows:

Revenue

State Source	\$1,257,205.00
State Aid Categorial	\$52,000.00
Federal Source	\$35,000.00
Revenue Char-Em	\$13,000.00
Title-SRSA Grant	\$16,347.00

Total Revenue	\$1,373,562.00
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There is no statutory authority for Public School Academies in Michigan to levy taxes.

BE IT FURTHER RESOLVED, that \$1,379,066.00 of the total available to appropriate in the general fund is hereby appropriated in the amounts and for the purposes set forth below:

Expenditures

Instruction	\$751,500
General Administration	\$30,500
School Administration	\$200,500
Business Services	\$88,000
Operations & Maintenance	\$93,100
Outgoing transfers & Other	\$192,800


Total Appropriated	\$1,356,400.00
Revenues over Expenditures	\$17,152.00
Fund Balance, July 1	\$635,426.00
Ending Fund Balance	\$652,578.00

ATTEST:

I certify that the foregoing resolution was duly adopted at a properly noticed open meeting held on the 18th of January, 2021, at which a quorum was present.



Holly Thelle, Chief Financial Officer



Abe Manthei, School Board President

