

Board of Directors - Ivywood Classical Academy Regular Meeting Minutes

MISSION STATEMENT: Ivywood Classical Academy teaches and equips scholars to become moral and intellectual leaders in a self-governing society. We inspire wonder.

Date: July 22, 2019

Location: Plymouth District Library, 223 S. Main St., Plymouth, MI 48170; (734) 927-4090

Call to order:

President Tyler Horning called the meeting to order at 6:36 PM.

Roll Call:

Board Member Attendance:

<u>Tyler Horning</u>	President	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
<u>Myranda Fabian</u>	Vice President	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
<u>James Musgrave III</u>	Secretary	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
<u>Troy Morris</u>	Treasurer	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent

Others Present:

Choice Schools Associates:

Stephanie Kooiker; Kurt Naber; Ron Wiens; Adam Holcomb; Sarah VanderBaan; Sara Mooney

CMU Center for Charter Schools: Jennifer Joubert

A. Approval of Agenda (as amended, adding resolutions for check signing, ACH, and loan resolutions)

It was moved by Member Musgrave supported by Member Fabian to approve the agenda as amended to include resolutions for check signing, ACH, and loans.

___4___ Ayes, ___0___ Nays

B. Public Comment on Agenda Items Only:

There was no public comment.

C. Approval of Minutes:

It was moved by Member Fabian supported by Member Morris to approve the Regular and Budget Hearing Meeting Minutes for June 18, 2019.

___4___ Ayes, ___0___ Nays

D. Old Business:

Agenda Item	Action
1. Approval of Procurement Policy	It was moved by Member Morris supported by Member Musgrave to approve the Procurement Policy. ___4___ Ayes, ___0___ Nays
2. Board Policy Manual Development	Choice is arranging for Dr. Halleck from NCSI to meet w/ Member Fabian, Kurt Naber, and Ron Wiens to review board policies during the 1st week of August.
3. Mascot, Logo Colors	Member Musgrave presented mascot ideas of eagles, patriots, lions, and owls. Item was tabled for future discussion.

E. New Business:

New Business Agenda Items	Action
1. Playground Bid Review	President Horning discussed the three bids that were received. Kurt Naber discussed points for comparison between the vendors. Board discussion about the number of play structures, various options for students to choose from, and the potential for adding components in the future. School Leader Stephanie Kooiker provided some input regarding the anticipated use of equipment. It was motioned by Member Morris, and supported by Member Musgrave, to approve Choice Schools to negotiate with Sinclair & Great Lakes for playground equipment, including fence and ground cover up to \$45,000. ___4___ Ayes, ___0___ Nays
2. Vended Meal Program Bid Process	Ron Wiens presented the quote received to provide vended meals for the school. RFQs were sent to close to 12 vendors. One quote was received by the specified deadline. The vended meal approval process was discussed. After MDE review and approval the quote will be forwarded to the Board for approval.

3. Signage proposals	<p>Sara Mooney requested quotes from about 12 companies - 4 responded. Quotes were reviewed with the Board.</p> <p>It was motioned by Member Musgrave, and supported by Member Fabian to approve the signage quote from Tradition Graphic Solutions, minus taxes and lift.</p> <p style="text-align: center;">__4__ Ayes, __0__ Nays</p>
4. Purchase Approvals: PowerSchool, Comcast Internet	<p>It was motioned by Member Morris, and supported by Member Musgrave, to approve the following purchases; PowerSchool Proposal (as presented), Comcast Internet Proposal (as presented), increase Special Education Teacher to Full Time, add two Special Education Paraprofessionals, Singapore Math (as presented), loan processing fees (as presented).</p> <p style="text-align: center;">__4__ Ayes, __0__ Nays</p>
5. MDE CSP Planning Grant Application	<p>Ron Wiens updated the board on the new timeline for the MDE Charter School Planning Grant and areas of focus for revisions toward attaining max points in key areas. Curriculum section needs more detail. Choice suggested that the team revise and resubmit the grant application for the second round.</p>
6. Special Education Services	<p>Sarah VanderBaan, Choice Schools Director of Special Education discussed services provided (compliance, best practices, interventions, IEP team support, reviewing IEPs, and helping to determine staffing needs). Contract staff for psych, OT, PT, SL, ELL provided as needed.</p>
7. Fundraising Report: Community Relations/Fundraising Project Manager	<p>President Horning lead a discussion of the fundraising overview. The committee is receiving support from consultant to research, organize, and provide feedback related to the intended campaign. They are working toward developing a 5 year plan to target an overall campaign to total approx \$7mill. President Horning is working to secure funding/donation to hire a Community Relations/Fundraising</p>

	<p>Project Manager for an initial 6 month time period.</p> <p>It was motioned by Member Morris, and supported by Member Fabian to approve the addition of a community relations / fundraising project manager for ICA - pending the position is fully funded by donations for 6 months</p> <p>___4__ Ayes, ___0__ Nays</p>
<p>8. Approval of Resolutions for Appointment of the Automatic Clearing House/Electronic Transfer Officer, Designation of Board Members and Personnel Eligible to Sign Academy Checks with Electronic Signature, Resolution Authorizing Issuance of 2019 Public School Academy Revenue Bond (Chemical Bank Series), Resolution Authorizing Issuance of 2019 Public School Academy Revenue Bond (Hillsdale College Series)</p>	<p>It was motioned by Member Fabian, and supported by Member Musgrave to approve the resolutions for the ACH/ETO, Check Signers, Chemical Bank Revenue Bond, and the Hillsdale College Revenue Bond.</p> <p>___4__ Ayes, ___0__ Nays</p>

F. Management Report

1. School Leader's Report

Principal Stephanie Kooiker distributed her report to the Board describing enrollment, parent engagement, staffing, and other school start up activities. Enrollment is at 176. Four of seven teaching positions are filled.

2. Choice Schools Associates Report:

Ron Wiens formally introduced Kurt Naber as the Area Superintendent.

President Horning requested that the dashboard be streamlined (urgent and important information only) and appreciated the admin report format.

G. Closed Session (If Requested)

No closed session was needed.

H. Extended Public Comment:

CMU Center for Charter Schools Field Representative Jennifer Joubert announced the annual back to school event being held on August 20.

I. **Confirmation of Next Board Meeting Date:** Regular Board Meeting August 20, 2019, 6:30 pm.

J. Adjournment

With all business completed, the meeting was adjourned by Board President Tyler Horning at 8:55pm.

Minutes Certification:

Proposed Minutes Respectfully Submitted,

I certify that, to the best of my knowledge, the foregoing proposed minutes of the July 22, 2019 Regular Board Meeting are accurate and correct.

James Musgrave III 7/23/19

Recording Secretary

Date

Approved by the Ivywood Classical Academy Board of Directors



Board Secretary

8/20/19
Date