

Minutes of The Greenspire School
Board of Education - Regular Meeting
February 18th, 2019

- I. **Call to Order & Roll Call:** President Kurt Sanford called the meeting to order at 5:34 p.m. The meeting was held in Spruce Hall. Present: Kurt Sanford, Matthew Missias, Yvette Babin-Ringsmuth, Tara Ward, Steve Cousins, and Meagan Batdorff. Superintendent Kevin Kelly was also present.
- II. **Changes or Additions to Agenda:** None
- III. **Approval of Previous Meeting Minutes:** Motion by Missias to approve the regular minutes dated December 17th, 2018, seconded by Ward; voice vote: 6 ayes, 0 nays; motion carried.
- IV. **Public Comment:** The board acknowledge the attendance of Jill and Tristan Hutchinson, parent and Greenspire student.
- V. **Recognitions:** None
- VI. **Board Correspondence:** None
- VII. **Presentations:** None
- VIII. **Reports:**
 - a. Superintendent's Report: Kelly informed the board and provided copies of media coverage of Greenspire which included three Record Eagle articles since September. Kelly provided enrollment update for second semester and also updated the board on the open enrollment process for academic year of 2019-2020. Kelly reported that phase two of charter application with GVSU is being completed.
 - b. President's Report: None
 - c. Treasurer's Report: Batdorff reported an update on monthly cash flow and explained budget amendment. She stated the budget amendment would increase projected revenues by \$67,000. The fund balance is projected to be over 8.5%. Batdorff recommended adding a grants committee because of stagnated FTE revenues due to enrollment cap. Batdorff reviewed grant deadlines for the high school expansion. Sanford recommended board members having lunch with Representative Wayne Schmidt and will arrange this meeting.
 - d. Committee Reports:
 - i. Facilities/Finance: Sanford reviewed February financials. Eric Breithaupt from LED provided a lighting proposal. Kelly requested a proposal for a remote camera and lock release for the student door from the door vendor. Kelly reported ongoing challenges with tech support.
 - ii. High School Expansion: Batdorff and Sanford reviewed the available grant money for high school expansions and deadlines. Committee discussed opening date and enrollment, curriculum development program needs, and other relevant issues such as the creation of a focus group. Kelly reported that the committee will be writing a proposal for the size of

the high school by the next board meeting. Batdorff invited all board members to contribute thoughts regarding high school design and programming. Kelly reported that he is continuing to meet with NMC staff to consider a future partnership with them for the high school.

- iii. Personnel: Babin-Ringsmuth reported a comprehensive list of duties and responsibilities for all school tasks that is being updated. An update of health care packages was provided. A potential change in the plan to a calendar year instead of July-July was discussed. Cousins will contact West MI Health Insurance, Sanford will contact MAPFSA and Kelly the ISD to inquire of health care package options. Babin-Ringsmuth reported that the current special education case load was reviewed and considered for next year. Babin-Ringsmuth reported that Marina Call now has her certification and will need to be updated annually.
- iv. Curriculum: Payette reviewed potential partnership with an NMC Freshwater Studies class. Faculty member will meet with Greenspire teachers to discuss on March 22nd.
- v. Faculty summary: Marina Call reported that the staff is looking forward to more information regarding school expansion.
- vi. Family Teacher Council: Kelly reported sparse attendance but an active food pantry for students in need. The committee is currently considering an alumni reunion in the spring and using social networking to push open enrollment.

IX. Discussion Items:

- a. Board Recruitment: Two positions need to be filled. Sanford requested board members to submit at least one candidate to Kelly by next board meeting. Kelly will email the targeted attributes of board members to the board within the month.
- b. Local School Expansions: Sanford reported local new middle school expansions with Old Mission and Glen Loomis Montessori School within the next 2-3 years. Discussion about the feasibility of offering a middle school ensued. Babin-Ringsmuth suggested consideration of the rate of Old Mission's expansion.
- c. 2019-20 Organizational Items: Kelly reviewed draft of 2019-2020 academic calendar.
 - i. Election of Board Members:
 - 1. President
 - 2. Vice President
 - 3. Treasurer
 - 4. Secretary
 - d. Adoption of Calendar of Meetings/Dates, Times and Location
 - e. Designation of Place of Meeting Postings
 - f. Designation of Depository of Funds
 - g. Designation of Principal Print Media Outlet
 - h. Designation of Board and Personnel Signatories on Deposit Account(s)
 - i. Designation of Personnel Authorized to Negotiate and Implement Contracts with Service Providers
 - j. Adoption of the School Year Calendar

- k. Approval of Course Offerings
 - l. Appointment of Title IX Coordinator
 - m. Appointment of Freedom of Information Coordinator
 - n. Appointment of Civil Rights Coordinator
 - o. Appointment of Legal Counsel
 - p. Appointment of External Auditor
 - q. Appointment of Electronic Transfer Officer 1.06.32
 - r. Designation of Committee Chairs & Members
 - 1. Finance Committee Chair: Batdorff agrees to continue in this role.
 - 2. Finance Committee Member(s)
 - 3. Facilities Committee Chair: Sanford agrees to continue in this role.
 - 4. Facilities Committee Member(s):
 - 5. Personnel Committee Chair: Babin-Ringsmuth agrees to continue in this role.
 - 6. Personnel Committee Member(s)
 - 7. Curriculum Committee Chair: Ward agrees to continue in this role.
 - 8. Curriculum Committee Member(s)
- X. Action Items**
- a. 2019-2020 Enrollment Limit: Ward made motion, Babin-Ringmuth seconded; voice vote: 6 ayes, 0 nays; motion carried.
 - b. 2018-2019 Budget Amendment: Batdorff made motion, Cousins seconded; 6 ayes, 0 nays; motion carried.
 - c. Debt Consolidation Amendment: Missias made motion; seconded by Cousins; 6 ayes, 0 nays; motion carried.
- XI. Closed Session** Batdorff made motion; seconded by Cousins; 6 ayes, 0 nays; motion carried. Closed session called to order at 7:18 p.m.
- a. Superintendent's Evaluation: Babin-Ringmuth described the survey construction process and reviewed staff summary.
 - b. MASB Superintendent Evaluation: form was reviewed
- XII. Adjournment of closed session:** Motion by cousins, seconded by Missias; voice vote: 6 ayes, 0 nays; motion carried. Closed session adjourned at 8:34 p.m.
- XIII. Reconvene in Open Session:** Motion made by Cousins, seconded by Babin-Ringsmuth, all in favor at 8:34 p.m.
- XIV. Public Comment:** None
- XV. Adjournment:** Motion by Cousins to adjourn meeting, seconded by Missias; voice vote: 6 ayes, 0 nays; motion carried. Meeting adjourned at 8:35 p.m.

Sarah Payette
Recording Secretary