

Minutes of The Greenspire School
Board of Education - Regular Meeting
February 19, 2017

- I. **Call to Order & Roll Call:** President Kurt Sanford called the meeting to order at 5:31 p.m. The meeting was held in the Math Commons. Present: Kurt Sanford, Dodd Russell, Megan Batdorff, Tara Ward. Absent: Yvette Ringsmuth.
- II. **Changes or Additions to Agenda:** Discussion Item F: Student Protests was added to the agenda.
- III. **Approval of Previous Meeting Minutes:** Motion by Russell to approve the meeting minutes dated January 22, 2018, seconded by Ward, voice vote; 5 ayes, 0 nays, motion carried.
- IV. **Public Comment:** None
- V. **Recognitions:** None
- VI. **Board Correspondence:** None
- VII. **Presentations:** None
- VIII. **Reports:**
 - a. Superintendent's Report: Kelly reported on the open enrollment period stating that initial submissions are on pace for full enrollment.
 - b. President's Report: Sanford reported on the reauthorization process. He stated that the executive committee would be researching numerous charter authorizer's in the state as part of its due diligence.
 - c. Treasurer's Report: Batdorff reviewed the monthly and annual finances.
 - d. Committee Reports
 - i. Facilities/Finance: Sanford reported on the property acquisition process and the possibility of developing a plan to present to the Grand Traverse Regional Land Conservancy. The traffic pattern challenge was also addressed.
 - ii. Personnel: Ringsmuth reported on their discussion of the career ladder. Discussion followed about how the model may fit into our school when it is larger.
 - iii. Curriculum: Ward reported on the meeting agenda enclosed in the board packet including World Language and the new approach to mathematics.
 - iv. Staff summary: Claire Alexander addressed the staff's wish to have formalized input into the head of school/superintendent's evaluation. Kelly concurred with this approach and stated that the MASB model of evaluation also encouraged it.
 - v. Family/Teacher Council: Did not meet.
- IX. **Discussion Items:**
 - a. Inclement Weather/School Cancellation: The board reviewed current and past practices pertaining to school cancellation. No action was recommended.

- b. Preliminary 2018-19 Budget Priorities: Kelly reviewed the FY18/19 budget priorities including staffing, compensation and building maintenance costs.
 - c. Property Acquisition: The board reviewed the current property boundaries and possible changes due to land swaps. The footprints of possible new facilities were also briefly reviewed and discussed. Kelly was directed to get input from the staff on their needs should new facilities be constructed. A discussion of traffic flow patterns also took place. The recommendation for a civil engineer to begin preliminary plans at no costs was discussed and no objections were raised.
 - d. Board Retreat: The date, time and purpose of the retreat was reiterated.
 - e. Career Ladder: An update on career ladder design and implementation was given by Missias.
 - f. Student Protests: The board reviewed with Kelly policies relating to student “walk out” protests. Kelly affirmed the school’s policy of supporting and affirming civil action on the part of the student body when doing so is safe and supervised. Kelly will develop plans for a potential student “walk out” on April 20, 2018, designed to bring attention to school safety. The board is not endorsing the agenda or message of the protest but rather supporting our students’ right to participate.
- X. Action Items
- a. World Language: Motion by Missias to post and fill a 0.4 FTE Spanish teacher position for the 2018-19 academic year; second by Ringsmuth; motion passes 5-0.
 - b. Cashflow Loan 2018-19: Motion by Batdorff to authorize a cashflow loan for 2018-19 in the amount of \$145,000, a \$15,000 reduction over the previous year; seconded by Missias; motion passes 5-0.
 - c. 2018-19 Organizational Items:
 - i. Election of Board Officers
 - 1. President: Motion by Missias to appoint Kurt Sanford board president for 2018-2019; seconded by Russell; motion approved 5-0
 - 2. Vice President: Motion by Sanford to appoint Matt Missias board vice president for 2018-2019; seconded by Russell; motion approved 5-0
 - 3. Treasurer: Motion by Missias to appoint Meagan Batdorff board treasurer for 2018-2019; seconded by Russell; motion approved 5-0
 - 4. Secretary: Motion by Missias to appoint Tara Ward board secretary for 2018-2019; seconded by Russell; motion approved 5-0
 - ii. Adoption of Calendar of Meetings/Dates, Times and Location: Motion by Missias to adopt calendar of meetings presented; seconded by Russell; motion approved 5-0
 - iii. Designation of Place of Meeting Postings: Motion by Missias to designate Spruce Hall as the board’s meeting place; seconded by Russell; motion approved 5-0
 - iv. Designation of Depository of Funds: Motion by Missias to designate Chase Bank as depository; seconded by Russell; motion approved 5-0
 - v. Designation of Principal Print Media Outlet
 - vi. Designation of Board and Personnel Signatories on Deposit Account(s): Motion by Missias to designate the superintendent, board president and

board treasurer as account signatories; seconded by Russell; motion approved 5-0

- vii. Designation of Personnel Authorized to Negotiate and Implement Contracts with Service Providers: Motion by Missias to designate the superintendent as authorized to negotiate and implement contracts; seconded by Russell; motion approved 5-0
- viii. Adoption of the School Year Calendar: Motion by Missias to adopt the calendar as presented; seconded by Russell; motion approved 5-0
- ix. Approval of Course Offerings: Motion by Missias to approve existing course offerings; seconded by Russell; motion approved 5-0
- x. Appointment of Title IX Coordinator: Motion by Missias to appoint the superintendent as the Title IX Coordinator; seconded by Russell; motion approved 5-0
- xi. Appointment of Freedom of Information Coordinator: Motion by Missias to appoint the superintendent as the Freedom of Information Coordinator; seconded by Russell; motion approved 5-0
- xii. Appointment of Civil Rights Coordinator: Motion by Missias to appoint the superintendent as the Civil Rights Coordinator; seconded by Russell; motion approved 5-0
- xiii. Appointment of Legal Counsel: Motion by Missias to appoint Kuhn Rogers PLC of Traverse City as legal counsel; seconded by Russell; motion approved 5-0
- xiv. Appointment of External Auditor: Motion by Missias to appoint Manor Costerisan Certified Public Accountants as external auditor; seconded by Russell; motion approved 5-0
- xv. Appointment of Electronic Transfer Officer: Motion by Missias to appoint the superintendent as the electronic transfer officer; seconded by Russell; motion approved 5-0
- xvi. Designation of Committee Chairs & Members: Motion by Missias to appoint the following committee chairs and members; seconded by Russell; motion approved 5-0
 - 1. Finance Committee Chair: Batdorff
 - 2. Finance Committee Member(s): Sanford
 - 3. Facilities Committee Chair: Sanford
 - 4. Facilities Committee Member(s): Batdorff
 - 5. Personnel Committee Chair: Ringsmuth
 - 6. Personnel Committee Member(s): Missias
 - 7. Curriculum Committee Chair: Ward
 - 8. Curriculum Committee Member(s): Missias, Ringsmuth

XI. **Closed Session:** Superintendent's Performance Evaluation: Motion by Missias to enter closed session for the purpose of evaluating the superintendent's performance; seconded by Russel; motion approved 5-0. The board moved to closed session at 6:52 pm.

- a. The board reviewed Kevin Kelly's performance over the past year relative to his board defined goals including succession planning for his eventual departure.
- b. Motion by Missias to open the closed session, seconded by Sanford; motion approved 5-0. Return to open session at 7:08 pm

XII. **Call to Order in Open Session:** The open meeting was called to order at 7:08 pm

XIII. Action Items:

- a. Superintendent's Performance Evaluation: Motion by Ward to approved the superintendent's performance evaluation and a 3% merit increase based on achievement of six of eight board approved annual goals; seconded by Sanford; motion approved 5-0
- XIV. **Public Comment:** None.
- XV. **Adjournment:** Motion by Missias to adjourn, seconded by Russell; motion adopted 5-0 nays. Meeting adjourned at 7:11 p.m.

Kevin Kelly
Acting Recording Secretary