

Minutes of The Greenspire School
Board of Education - Regular Meeting
February 20, 2017

1. **Call to Order & Roll Call:** President Kurt Sanford called the meeting to order at 5:35 p.m. The meeting was held in the Math Commons area. Present: Kurt Sanford, Raymond Minervini, Tara Ward, Dodd Russell, Meagan Batdorff, Matthew Missias. Dodd Russell left at 6:40 p.m.
2. **Changes or Additions to Agenda:** Missias move discussion item a. to action item a. The curricular committee feels comfortable with and recommends moving on items.
3. **Approval of Previous Meeting Minutes:** Motion by Ward to approve the regular meeting minutes, seconded by Russell, voice vote; 6 ayes, 0 nays, motion carried.
4. **Public Comment:** None
5. **Recognitions:** None
6. **Board Correspondence:** None
7. **Presentations:**
 - a. Board Member Oaths of Office- Ward swore in Batdorff and Missias to the Board of Education for The Greenspire School.
 - b. AccessPoint Human Resources Annual Report: The leadership of AccessPoint presented to the board an outline of the company's services and thanked them for being able to serve the school.
8. **Reports:**
 - a. Superintendent Report: Kelly reported on enrollment update; we have 25 6th grade applications and we are over halfway to our goal.
 - b. President's Report: Sanford reported ESSA (Every Student Succeeds Act) is out and public can comment on it until March 16th. If anyone would like to report to the board, the board can make comments on it. Also, he mentioned a need for funding and a spring fund drive and would like the board to collectively give an amount to show support. Lastly, Sanford will be gone this August, September, and October and will have to call in, Minervini will act in his place. The board will need to look to fill open seat.
 - c. Treasurer's Report: Batdorff reviewed report.
 - d. Committee Reports
 - i. Finance/Facilities: Sanford reporting meeting about renovations, no final numbers are ready. Acquisition of property around the school is still being discussed and looked at. Batdorff reported on finance meeting that Kelly brought up concerns about Access Point services.
 - ii. Personnel: Missias reviewed minutes of report.
 - iii. Curriculum: Ward reviewed meeting minutes from January and February.
 - iv. Family Council: Ward reviewed minutes; upcoming events, yearbook is being made, logowear will go on sale soon, and feed a teacher fund,

- v. Board Member Recruitment: None

9. Discussion Items:

- a. The Greenspire School & Standardized Testing- moved to Xa. action item.
- b. Spring Matching Fund Drive; Kelly reviewed matching campaign drive that will occur this spring. .
- c. Expansion
 - i. Maple Hall Partition & Expansion
- d. Update on Designs: Kelly reviewed the redesign of Maple
- e. Cash Flow Constraints: Kelly reviewed expansion budget. Board discussed cash flow deficit with the remodel of Maple expense, discussed options to alleviate this. Discussed extending note and renewing it in the fall, instead of spring as well as increasing the amount.. Missias moved to authorize Sanford to renegotiate the state aid note up to \$175,000 with legal cost of up to \$1000, and extend current note until end of 2017, seconded by Minervini, 5 ayes, 0 nays, motion carried.
- f. Construction Manager: Sanford already reviewed
 - i. Land Acquisition
- g. Garfield Township Board of Supervisors Presentation: Sanford already reviewed.

10. Action Items:

- a. The Greenspire School & Standardized Testing: Board discussed resolution and decided to refer to Executive committee for further review and completion. Motion by Missias to table, seconded by Minervini, voice vote: 5 ayes, 0 nays, motion carried.
- b. Spring 2016 Policy Updates: Motion by Minervini to move to the April 2017 meeting, seconded by Ward, voice vote: 5 ayes, 0 nays, motion carried.
- c. Mid-Year Budget Amendment: Kelly reviewed changes in document. Motion by Minervini to amend budget, seconded by Batdorff. Voice vote; 5 ayes, 0 nays, motion carried.
- d. Safe Spaces Non-Binding Resolution: Motion to approve resolution by Ward, seconded by Batdorff, voice vote; 5 ayes, 0 nays, motion carried
- e. 2017-18 Organizational Items
- f. Election of Board Officers
 - i. President- Motion by Minervini to elect Kurt Sanford as President, seconded by Missias, voice vote; 5 ayes, 0 nays, motion carried.
 - ii. Vice President- Motion by Missias to elect Raymond Minervini as Vice-President, seconded by Ward, voice vote; 5 ayes, 0 nays, motion carried.
 - iii. Treasurer- Motion by Ward to elect Meagan Batdorff as Treasurer, seconded by Minervini, voice vote; 5 ayes, 0 nays, motion carried.
 - iv. Secretary- Motion by Sanford to elect Tara Ward as Secretary, voice vote; 5 ayes, 0 nays, motion carried.
- g. Adoption of Calendar of Meetings / Dates, Times and Location- Motion by Missias to approve that the Greenspire School Board of Education will meet on the third Monday of each month with the exception of July with meetings to commence at 5:30 pm in Spruce Hall, seconded by Ward, voice vote; 5 ayes, 0 nays, motion carried.
- h. Designation of Place of Meeting Postings- Motion by Missias to approve that all Greenspire Board of Education meetings - regular and special - shall be publicized through public postings in the Spruce Hall reception area and on the

- Greenspire website, seconded by Minervini, voice vote; 5 ayes, 0 nays, motion carried.
- i. Designation of Depository of Funds - Motion by Missias to approve that the Greenspire School shall utilize Chase Bank for all deposit accounts, seconded by Ward, voice vote; 5 ayes, 0 nays, motion carried.
 - j. Designation of Principal Print Media Outlet - Motion by Missias to approve that the Greenspire School shall utilize the Traverse City Record Eagle as its principal print media outlet for all legally mandated public notices, seconded by Ward, voice vote; 5 ayes, 0 nays, motion carried.
 - k. Designation of Board and Personnel Signatories on Deposit Account(s) - Motion by Missias to approve that the board president, board treasurer, the superintendent and the assistant head of school shall be signatories on all Greenspire deposit accounts, seconded by Batdorff, voice vote; 5 ayes, 0 nays, motion carried.
 - l. Designation of Personnel Authorized to Negotiate and Implement Contracts with Service Providers - Motion by Missias to approve that the board president and the superintendent shall be authorized to negotiate and implement contracts with service providers on behalf of The Greenspire School up to an annual expenditure of \$5,000 per vendor: contracts in excess of \$5,000 will only be established by the superintendent at the direction of the board of education, seconded by Ward, voice vote; 5 ayes, 0 nays, motion carried.
 - m. Adoption of the School Year Calendar- Motion by Missias to approve the School Year Calendar as presented in documents, seconded by Ward, voice vote; 5 ayes, 0 nays, motion carried.
 - n. Approval of Course Offerings- Motion by Missias to approve the Course Offerings as presented in documents, seconded by Ward, voice vote; 5 ayes, 0 nays, motion carried.
 - o. Appointment of Title IX Coordinator - Motion by Minervini to approve that the superintendent shall act as the Title IX Coordinator for The Greenspire School, seconded by Batdorff, voice vote; 5 ayes, 0 nays, motion carried.
 - p. Appointment of Freedom of Information Coordinator- Motion by Minervini to approve that the superintendent shall act as the Freedom of Information Coordinator for The Greenspire School, seconded by Batdorff, voice vote; 5 ayes, 0 nays, motion carried.
 - q. Appointment of Civil Rights Coordinator- Motion by Batdorff to approve that the superintendent shall act as the Civil Rights Coordinator for The Greenspire School, seconded by Minervini, voice vote; 5 ayes, 0 nays, motion carried.
 - r. Appointment of Legal Counsel- Motion by Minervini to approve that Kuhn Rogers PLC of Traverse City shall act as legal counsel for The Greenspire School, seconded by Missias, voice vote; 5 ayes, 0 nays, motion carried.
 - s. Appointment of External Auditor- Motion by Batdorff to approve that Maner Costerisan Certified Public Accountants of Lansing shall act as the external auditor for The Greenspire School, seconded by Minervini, voice vote; 5 ayes, 0 nays, motion carried.
 - t. Appointment of Electronic Transfer Officer- Motion by Minervini to approve that the superintendent shall act as the electronic transfer officer for The Greenspire School, seconded by Missias, voice vote; 5 ayes, 0 nays, motion carried.
 - u. Designation of Committee Chairs & Members - Motion by Minervini to approve all Committee Chairs and Members as currently filled, there are no changes, seconded by Missias, voice vote; 5 ayes, 0 nays, motion carried.

- v. Finance Committee Chair - Batdorff
- w. Finance Committee Member(s) - Batdorff, Minervini, Sanford
- x. Facilities Committee Chair - Sanford
- y. Facilities Committee Members(s) - Sanford, Minervini, Batdorff
- z. Personnel Committee Chair - Missias
- aa. Personnel Committee Member(s) -
- bb. Curriculum Committee Chair - Ward
- cc. Curriculum Committee Member(s) - Ward, Missias
- dd. Grants & Advancement Committee Chair - vacant
- ee. Grants & Advancement Committee Member(s) - vacant

11. Closed Session: Superintendent's Performance Evaluation; Motion by Batdorff to go to a closed session, seconded by Minervini, voice vote; 5 ayes, 0 nays, motion carried.

Closed session began at 8:00 pm

- a. Members discussed the importance of using the MASB tool for evaluating the superintendent by the end of this school year, led by the Personnel Committee.
- b. Members discussed Kevin's performance and self-evaluation document.
- c. Ward moves to go into open session; Minervini seconds. All in favor.
- d. Closed session concluded at 8:20 pm

12. Return to Open Session

13. Action Item

- a. Missias moves to approve the superintendent's 2016-17 Performance Evaluation and mid-year merit raise. Minervini seconds. All in favor.

14. Public Comment None

15. Adjournment : Motion by Missias to adjourn meeting, seconded by Minervini, voice vote; 4 ayes, 0 nays. Meeting adjourned at 8:25 pm.

Eric Breithaupt, Recording Secretary