

Minutes of The Greenspire School  
Board of Education - Regular Meeting  
March 21st, 2016  
*Approved*

**I. Call to Order & Roll Call:** President Kurt Sanford called the meeting to order at 5:30 p.m. The meeting was held in the Math Commons area. Present: Kurt Sanford, Blythe Skarshaug, Matthew Missias, Raymond Minervini, Tara Ward. Absent: Gina Aranki, Meagan Batdorff.

**II. Changes or Additions to Agenda:** Board resolution action item for the board to authorize the president to negotiate up to \$140,000 in state aid in the form of a cash flow loan for the 2016-2017 school year.

**III. Approval of Previous Meeting Minutes:** Motion by Ward to approve the February 15th, 2016 regular meeting minutes, seconded by Skarshaug, voice vote; 5 ayes, 0 nays, motion carried. Motion by Skarshaug to approve the February 15th, 2016, special meeting minutes, seconded by Minervini, 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. Head of School and Superintendent's Report: Kelly reported physical education posting is up and running on various locations. First round interview date has been set for April 28th, 2016. Sub committee of staff to evaluate going to Leelanau Outdoor Center (LOC) every year or other options. Update on professional development. Board filled out annual TCAPS Conflict of Interest disclosure. Kelly will be visiting the Western Michigan Academy of Environmental Science to view how they have grown enrollment quickly.

b. President's Report: Sanford thanked Skarshaug for her commitment and time serving on the board. Sanford mentioned that it is possible that Kim Hagerty will be replacing Blythe in April. Sanford encouraged the Board to send all correspondence with staff through Kevin Kelly. Sanford brought forth an idea of forming a committee for growth, board discussed, proposed moving facilities and finance meeting back a week to meet on May 2nd, at 5:00 pm.

c. Treasurer's Report: Kelly cited the financial reports in the board packet and stated concern of substitute and material costs.

d. Committee Reports

i. Finance: Sanford referred to treasurer's report.

ii. Facilities: Sanford disclosed not much to report.

iii. Grants: Did not meet.

iv. Advancement: Did not meet.

v. Family Teacher Council: Ward reviewed minutes and discussed summer programs and there was not much interest in keeping it going.

vi. Personnel: Missias reported that the paper-screen and interview process for next year's PE position will take place in April.

vii. Curriculum: Ward reported on two meetings since last month. At the February meeting, Kelly Francisco provided updates on the academic projects and discussed ongoing professional development. From the March minutes, the Middle College Program will not be feasible without any staff or facilities offered.

**IX. Discussion Items:**

- a. Enrollment Update: Kelly reviewed the enrollment numbers. Large enrollment numbers in 7th grade, three spots available in 6th grade for now. Waiting list stands at twelve.
- b. April 13 Community Forum Introductory Document - Kelly drafted a document to get feedback from the board.
- c. Pro Forma Budgets - Provided for review, Skarshaug recommended creating a slow growth scenario as staff recommended, growing to 110-115-120 students. Kelly also mentioned that the \$800,000 used for the new construction could be too low and board discussed. Could run numbers with building costs as high as \$1.3 million to see where we are at. Kelly will add a slow growth column with \$100,000 for renovation to Maple, and up the construction costs.
- d. Internship Administrative Guidelines - Kelly presented the need for guidelines for the consideration of internships for high school students in grades 9-12.

**X. Action Items:**

- a. Organizational Items for 2016-2017
  - i. Election of Board Officers
    1. Treasurer - Motion by Skarshaug to nominate Meagan Batdorff as Treasurer, seconded by Minervini, voice vote; 5 ayes, 0 nays, motion carried.
  - ii. Adoption of the School Year Calendar - Motion by Missias to adopt 2016-2017 school calendar, seconded by Ward, voice vote; 5 ayes, 0 nays, motion carried.
  - iii. Consolidation of Committees
    1. Motion by Skarshaug to consolidate the committees of Finance with Facilities, as well as Advancement with Grants, seconded by Missias, voice vote; 5 ayes, 0 nays, motion carried.
  - iv. Motion by Skarshaug for the board to authorize the president and superintendent to negotiate up to \$140,000 in state aid in the form of a cash flow loan for the 2016-2017 school year. Seconded by Missias, voice vote; 5 ayes, 0 nays, motion carried.

**XI. Public Comment: None**

- XII. Adjournment: Motion by Skarshaug to adjourn meeting, seconded by Minervini, voice vote; 5 ayes, 0 nays, motion carried. Meeting adjourned at 7:40 p.m.**