

Minutes of The Greenspire School
Board of Education - Regular Meeting
April 15th, 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, Yvette Babin-Ringsmuth, Tara Ward, Steve Cousins, Matthew Missias, and Meagan Batdorff. Superintendent Kevin Kelly was also present.
- II. **Changes or Additions to Agenda:** Amendment to X, item C.
- III. **Approval of Previous Meeting Minutes:** Ward suggested adding names for committee members under item X.c; minutes adjusted accordingly.
- IV. **Public Comment:** None
- V. **Recognitions:** None
- VI. **Board Correspondence:** None
- VII. **Presentations:**
 - a. **AccessPoint:** Lisa Baker-Lawrence from APHS reviewed contract in preparation for the change in authorization. She explained the creation of a new 5-year contract with Greenspire's approval, effective July 1st, 2019- June 2024. She reported an administrative rate increase of 6% which would stay firm for three years. Baker-Lawrence will clarify if the contract can be terminated within 90 days for cause and report back to Kelly. Rate lock and term language will be consistent unless GVSU suggests changes.
- VIII. **Reports:**
 - a. **Superintendent's Report:** Kelly reviewed enrollment for the 2019-2020 academic year. Kelly provided an update for the plan to fill the long term sub position for Emily Feaster. Kelly also reported cash-flow loan closure. The upcoming 8th grade trip was reviewed and Kelly announced the installation of new greenhouse flooring. Susan Wooten is working with GVSU on NWA testing, which will begin next year at no cost to Greenspire.
 - b. **President's Report:** Sanford thanked staff for the success of the enrollment process completion.
 - c. **Treasurer's Report:** Batdorff reported the current budget is looking stable and maintaining a 9% fund balance by the end of the year. Batdorff also reviewed current expenditure costs and facilities. Batdorff suggests adding a grants committee to increase revenue. Sanford suggested having part time staff participate in this process. This will be added to the agenda next month.
 - d. **Committee Reports:**
 - i. **Facilities/Finance:** Sanford reviewed a proposal that we replace the chrome books and staff computers by adding a standing item in the budget. Batdorff reported reviewing Health Care plans and an increase in staff pay. Sanford reported potential financial services by the ISD. Traffic Flow study was discussed. Non-traditional finance options such as Real

Estate Investment Trusts, was also discussed when considering high school expansion. Kelly reported that the property/land survey will be completed after July 1st and will cost approximately \$5,000.

- ii. High School Expansion: Kelly reported meeting with NMC's Tod Neibauer to discuss facility needs of a high school. Neibauer will meet with his team and will report back. Lease of NMC's Front Street campus, main campus or the University Center are all being considered. Sanford will reach out to a curriculum consultant over the coming month to potentially complete the MDE expansion grant application.
 - iii. Personnel: Babin-Ringsmuth reported that administrative duties will be cross trained by other staff. Kelly will share this report with the staff this month for feedback. Special Education case load for 2019-2020 was also discussed. A PBL Academy for next fall is currently in the planning stages.
 - iv. Curriculum: Did not meet
 - v. Faculty summary: On behalf of the staff, Anne Bara acknowledge the dedication and hard work of Emily for the GVSU Application.
 - vi. Family Teacher Council: See board packet notes and direct any questions to Kelly. Note upcoming volunteering opportunities.
- e. MISC.
- i. Matt Missias has begun to consult with GVSU as our new charter authorizer. Beginning July 1st Missias will be switching to a GVSU email account.

IX. Discussion Items

- a. GVSU Charter Application Phase II: Contract needs modification of board member names. Sanford wanted clarification of the amount of documentation increase. Missias will inquire about resources available to assist in the process of simplifying documentation. Discussion regarding accounting practice procedures ensued. Missias requested adding to monthly agenda a GVSU report.
 - i. Articles of Incorporation
 - ii. By Laws
 - iii. Charter Contract
 - iv. Educational Goals
 - v. Methods of Accountability
- b. Board Recruitment: Sanford will be meeting with Marco Cabrera before next board meeting and will send date to interested board members. Sanford suggests Ward-Kuhn to be considered for board position. Kelly clarified that an attorney could serve on the board but would have to recuse on anything related to his contract with the school. Discussion about the role of a contractual lawyer on the board ensued. Missias will contact GVSU for guidance.
- c. Staff Professional Development Schedule: Kelly reported that a Family Educational Rights & Privacy Act training has been added to the professional development schedule.

- d. 2018-2019 Calendar Snow Day Adjustments: Kelly reviewed legislation potentially impacting the current calendar.
- X. Action Items**
- a. Calendar: 2018-2019 Amendment discussed; action deferred to May.
- XI. Public Comment:** None
- XII. Adjournment:** Motion by Ward to adjourn meeting, seconded by Cousins; voice vote: 6 ayes, 0 nays; motion carried. Meeting adjourned at 6:54 p.m.

Sarah Payette
Recording Secretary