

OLD MISSION PENINSULA SCHOOL

Annual Board Meeting – Minutes

Friday, June 20, 2025 8:30am

Meeting held at:

Old Mission Peninsula School

2699 Island View Road, Traverse City, MI 49686

1. CALL TO ORDER

Johnston called the meeting to order at 8:36 a.m.

2. ROLL CALL

Roll call was held.

The following board members were present: Chris Johnston (Vice-President), Susie Shipman (Secretary/Treasurer), Will Gibb and Todd Sanders. Shaina LaFond (President) and Amanda Igra participated remotely (non-voting). Jen Kuhar was excused.

Non-Board Members Attending:

Kaitlyn Bailey, OMPS Principal

Monnie Peters, OMPEF

Matt Missias, GVSU (remotely)

Kelley Davis, Veritas Accounting (remotely)

Ben Walmer, OMPS Parent

3. APPROVAL OF THE AGENDA

Motion made by Sanders and supported by Gibb to approve the agenda as presented. The motion was approved unanimously.

4. PUBLIC COMMENT ON AGENDA ITEMS – None

5. MEETING MINUTES

a. May 16, 2025 Regular Meeting Minutes

Shipman noted corrections to Johnston's name in a few places.

Motion made by Shipman and supported by Sanders to approve the May 16, 2025 Regular Meeting Minutes as corrected. The motion was approved unanimously.

6. OMPEF UPDATE

Peters noted that she will remain on the OMPEF board until a new treasurer joins the board.

7. OMPS PTO UPDATE

Bailey: Panther Pride was a success to close out the year. Leadership is expecting to meet with PTO at their next meeting in August.

8. GVSU REPORT

Missias:

- Emergency Response Plan update – will speak to administrators about adding reference to including GVSU in plan communication framework.
- May 22, supreme court split 4-4 on religious charter schools, so for time being, this remains status quo.
- MDE reopened 97C funding – building safety and security funding. Streamlined process through GVSU.
- State per pupil budget back and forth continues, but expected to settle out around \$10,000.
- Thank you to those who attended Celebration and Socials.
- GVSU is supporting alternative certification program for school staff and leaders. Professional innovators and teaching program for staff pursuing leadership certification. Missias can facilitate.
- Leadership Forum on August 6 (principal meeting). Kolle has signed up. Note: GVSU covers hotel expense.
- GVSU 50-80% tuition reimbursement for master's program for school staff who have bachelor degree.

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- 30 for 30 innovation grants – celebrating GVSU 30 years of charter authorizing schools. For school, staff, or school leaders.
- Michigan Teacher of the Year – reminder to nominate any teachers through online form.

9. MANAGEMENT REPORT(S)

a. Leadership Report

Bailey reported:

- Two teachers are leaving Michigan this year and resigned (Byland and Derris). Their roles have been filled internally: Mason Felker is taking the special education position and long-term sub, Macy Meindertsma will fill Felker's 2nd grade position. Courtney Kiercsynski will take on the Preschool Director role starting in September in conjunction with her role as kindergarten teacher. Bailey is stepping in to cover the preschool director responsibilities during the summer months.
- Hiring needs are for two one-on-one student aides and a preschool lead teacher, but there are two interviews already scheduled.
- Enrollment is currently 145 students, not including preschool. Preschool enrollment is nearly full – there are two part-time spots open.
- Summer camp: Camp Island View is being offered again this year for the last 3 weeks of July as well as a preschool camp the same weeks.

10. BUSINESS

a. Monthly Financial Report – May

Davis reports: OMPS is in a healthy position, operating close to zero but with enough cash to carry through the months with no state aid.

Food service has turned out very well this year, thanks to the hard work of Chef Garcia.

b. Final Amendment 2024-2025 General Operating Budget

Davis: this budget amendment is simply the squaring up to actual now that we have all of our data – adjusting to where we expect to be at year end.

Revenue up due to grants at both state and federal level, including REAP (Rural Education Achievement Program) grant at federal level to support technology.

Proposed Action Item: Approve Final Amendment 2024-2025 General Operating Budget

Motion made by Sanders and supported by Gibb to approve the Final Amendment 2024-2025 General Operating Budget as presented. The motion was approved unanimously.

c. 2025-2026 General Operating Budget Public Hearing

Motion made by Sanders and supported by Gibb to open the General Operating Budget Public Hearing. The motion was approved unanimously.

Walmer: with the changes in preschool staffing, does the budget stay the same?

Davis: the budget reflects the current situation.

Johnston: if the plan changed for the Preschool Director role, how would we handle the shortfall?

Davis: we would adjust from elsewhere in the budget.

Walmer: what is the goal for preschool finance? Breaking even?

Davis: the goal would be to have some overage to support the indirect costs of the school (eg. custodial).

Davis reviewed the budget proposal:

- Conservative on enrollment as usual.

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- Per pupil funding discussion continues at state level, and there is a possibility of a benefit to OMPS, but the current proposal may not come to be.
- Additional curriculum purchases included, as well as ongoing technology updates.
- Revenue proposed at \$1,741,706.
- Increase to the budget for repairs and maintenance.
- Increase on health insurance costs anticipated in the budget, but staff are making elections now, so we won't know this number for certain until after that concludes.
- Increase to the budget to accommodate increased food costs.

Motion made by Sanders and supported by Gibb to close the General Operating Budget Public Hearing. The motion was approved unanimously.

Proposed Action Item: Approve 2025-2026 General Operating Budget

Motion made by Shipman and supported by Sanders to approve the 2025-2026 General Operating Budget as presented. The motion was approved unanimously.

d. 2025-2026 Insurance Proposal – General Agency Company

Shipman noted that this is the same company OMPS has used for years. Sanders reviewed the changes, including increasing coverage for cyber crime.

Proposed Action Item: Approve 2025-2026 Insurance Proposal – General Agency Company

Motion made by Sanders and supported by Gibb to approve the 2025-2026 Insurance Proposal as presented. The motion was approved unanimously.

e. Axios HR / Charter HR Educational Services, LLC Renewal 2025-2026

LaFond: reviewed a change to the contract – the service credit clause was removed from the previous year when Axios was acquired by new company.

Proposed Action Item: Approve Axios HR / Charter HR Educational Services, LLC Renewal 2025-2026

Motion made by Sanders and supported by Gibb to approve the Axios HR / Charter HR Educational Services, LLC Renewal 2025-2026 as presented. The motion was approved unanimously.

f. OMPEF Lease Renewal

LaFond and Shipman reviewed the lease negotiation process and summarized the changes in the lease renewal amendment.

Proposed Action Item: Approve OMPEF Lease Renewal

Motion made by Sanders and supported by Gibb to approve the OMPEF Lease Renewal as presented. The motion was approved unanimously.

g. Proposed 2025-2026 Board Meeting Schedule

Proposed Action Item: Approve 2025-2026 Board Meeting Schedule

Motion made by Sanders and supported by Gibb to approve the 2025-2026 Board Meeting Schedule as presented. The motion was approved unanimously.

h. Annual Meeting Resolutions

Nominations for executive positions were discussed: LaFond to stay on as President; Johnston as Vice-President, Shipman as Secretary/Treasurer.

Proposed Action Item: Approve Annual Meeting Resolutions

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Motion made by Sanders and supported by Gibb to approve the election of officers as discussed. The motion was approved unanimously.

Motion made by Sanders and supported by Gibb to approve the remainder of the Annual Meeting Resolutions as presented. The motion was approved unanimously.

i. Board Policies Update – Spring 2025

Shipman noted the summary in the packet, and that the majority of the updates are legally required.

Proposed Action Item: Approve Board Policies Update – Spring 2025

Motion made by Sanders and supported by Gibb to approve the Board Policies Update – Spring 2025 as presented. The motion was approved unanimously.

j. School Leadership Self-Evaluation (Kolle) – Academic Committee Summary

LaFond reviewed the summary and the process.

Proposed Action Item: Approve School Leadership Self-Evaluation (Kolle) – Academic Committee Summary

Motion made by Sanders and supported by Gibb to approve the School Leadership Self-Evaluation (Kolle) – Academic Committee Summary as presented. The motion was approved unanimously.

k. Committee Reports

a. Academic Committee: met regarding leadership evaluation.

b. Finance Committee: met regarding budget, lease, and insurance renewal.

11. PUBLIC COMMENT ON NON-AGENDA ITEMS:

Shipman thanked Bailey for stepping up as interim preschool director, and Kiercsynski for taking on role during the coming school year.

12. ADJOURNMENT

Motion to adjourn made by Gibb and supported by Sanders. The motion was approved unanimously.

The meeting was adjourned at 9:47 a.m.

Board Secretary