

# OLD MISSION PENINSULA SCHOOL

## *Special Board Meeting – Minutes*

*Friday, September 7, 2018 1:00pm*

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Meeting held at:

Old Mission Peninsula School

2699 Island View Road, Traverse City, MI 49686

1. CALL TO ORDER

Michael Smiley called the meeting to order at 1:06 p.m. The pledge was recited.

2. ROLL CALL

Roll call was held.

The following board members were present: Michael Smiley (President), Jen Coleman, Treasurer, Amanda Igra, and Isaiah Wunsch.

The following board members were absent (excused): Susie Shipman, Becky Seah, Erica Walsh.

Non-Board Members Attending:

Dena Schweitzer, OMPS Director of Academics

Sarah Kroupa

3. APPROVAL OF THE AGENDA

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

4. PUBLIC COMMENT ON AGENDA ITEMS: None

5. Meeting Minutes

a. Approval of July 27, 2018 Special Meeting Minutes

Motion made by Coleman and supported by Wunsch to approve the meeting minutes. The motion was approved unanimously.

6. DISCUSSION ITEM(S)

a. Handbooks

i) Employee Handbook - item was tabled for future discussion

ii) Student Handbook - item was tabled pending legal counsel's approval.

iii) Before and After Care Program Handbook - discussed potential discounts for employees, unsure if legal counsel has received this.

b. School Startup Update - discussion of how well the first week of school seemed to be going, talked about potential hiccups (lunch program being so popular, causing a temporary shortage of supplies). Car line procedures were discussed at length. Enrollment looks good. Staff is very excited.

c. Startup Expenditures - Discussed proposal to extend National Charter contract.

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7. ACTION ITEM(S)

a. Acknowledgement of Employee Handbook

Motion by Coleman and supported by Wunsch to table acknowledgement of the Employee Handbook. The motion was approved unanimously.

b. Approval of Student Handbook

Motion by Wunsch and supported by Igra to approve the OMPS Student Handbook pending legal counsel review. The motion was approved unanimously.

c. Approval of Before and After Care Handbook

Motion by Wunsch and supported by Igra to approve the OMPS Before and After Care Handbook pending legal counsel review. The motion was approved unanimously.

d. Approval of Startup Expenditures

Motion to approve hiring of Tami Phelps – Educational Reporting Solutions as presented on the provided proposal under Option 2, with expense not to exceed \$2,000, was passed by roll call vote: Igra: yes Smiley: yes Coleman: yes Wunsch: yes.

8. PUBLIC COMMENT ON NON-AGENDA ITEMS: none

9. ADJOURNMENT

Motion to adjourn made by Wunsch and supported by Igra.

The meeting was adjourned at 2:07 p.m.



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Board Secretary