

# OLD MISSION PENINSULA SCHOOL

## *Special Board Meeting – Minutes*

*Tuesday, October 30, 2018 7:00pm*

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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 7:04 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), Susie Shipman (Secretary), Amanda Igra, and Isaiah Wunsch.

Non-Board Members Attending:

Dena Schweitzer, OMPS Director of Academics

Renee Kolle, 5<sup>th</sup> Grade Teacher, Liz Hague, 4<sup>th</sup> Grade Teacher

3. APPROVAL OF THE AGENDA

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

4. PUBLIC COMMENT ON AGENDA ITEMS: None

5. DISCUSSION ITEM(S)

a. Criminal History Record Registration Form

Shipman reported on communication she had with legal counsel, GVSU and Presque Isle and confirmed that this matter had been handled previously via the contract with Presque Isle and that no additional action on the part of the board was required.

b. Quarterly Financial Statements – 1<sup>st</sup> Quarter

Coleman presented the 1<sup>st</sup> Quarter Financial Statements, explaining the revenues for July through September at \$292,671 were composed of gifts from OMPEF, but that it is the 2<sup>nd</sup> quarter statements which will begin to reflect the monthly state per pupil funding, of which the first payment was received on October 23. Coleman explained what was included in various expenditure lines where the composition was not immediately clear. Shipman to submit the approved statements to GVSU.

Leadership staff, teaching staff and board members discussed various functional areas within the school that may need additional support and a range of options to address the needs. Part of any solution will be the expense and that will be evaluated further.

c. Startup Expenditures

No startup expenditures were submitted for discussion or approval.

d. Marketing and Communication

Seah and Shipman reported on discussions they had had with the website developers and on an OMPEF meeting they attended which included a discussion with the Idea Stream marketing team regarding steps to consider moving forward to highlight the enrollment period and to provide more information to the public about the impressive daily activities and special projects and events occurring in the school. Seah has worked with a teacher on planned blog postings for the website as a way to share school activities.

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6. ACTION ITEM(S)

a. Acknowledgement of Board Member Resignation

Motion by Wunsch and supported by Igra acknowledge the resignation of Erica Walsh as a school board member and thanking her for her service and assistance. The motion was approved unanimously.

b. Approval of Criminal History Record Registration Form

Motion by Wunsch and supported by Seah to remove the Approval of the Criminal History Record Registration Form from the agenda. The motion was approved unanimously.

c. Approval of Quarterly Financial Statements – 1<sup>st</sup> Quarter

Motion by Wunsch and supported by Smiley to approve the OMPS Quarterly Financial Statements for the 1<sup>st</sup> Quarter as presented. The motion was approved unanimously.

d. Approval of Startup Expenditures

Motion by Wunsch and supported by Coleman to remove this item from the agenda. The motion was approved unanimously.

7. PUBLIC COMMENT ON NON-AGENDA ITEMS:

Schweitzer thanked the board for their support.

8. ADJOURNMENT

Motion to adjourn made by Wunsch and supported by Seah.

The meeting was adjourned at 8:55 p.m.



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Board Secretary