

OLD MISSION PENINSULA SCHOOL

Annual Board Meeting – Minutes

Friday, October 16, 2020 8:30am

Meeting held at:

Via Zoom at:

<https://zoom.us/j/6382772649?pwd=dUExaW5YckVKMDZqeFB5NnhYNFhqZz09>

Meeting ID: 638 277 2649

Passcode: 3SherD

1. CALL TO ORDER

Amanda Igra called the meeting to order at 8:31 a.m.

2. ROLL CALL

Roll call was held.

The following board members were present: Amanda Igra (President), Becky Seah (Vice-President), Susie Shipman (Secretary/Treasurer), and Mike Smiley. Mike Jager joined at 8:33. Jen Coleman was excused.

Non-Board Members Attending:

Danielle Clayton and Renee Kolle, OMPS Co-Principals

Matt Missias, GVSU

Kelley Davis, Veritas Accounting

Patrick Sweeney, Croskey Lanni

Monnie Peters, OMPEF

3. APPROVAL OF THE AGENDA

Motion made by Smiley and supported by Seah to approve the agenda as presented.

Roll call vote: Igra: yes, Seah: yes, Shipman: yes, Smiley: yes. The motion was approved.

4. PUBLIC COMMENT ON AGENDA ITEMS

None.

5. MEETING MINUTES

a. September 18, 2020 Regular Meeting Minutes

Motion made by Seah and supported by Shipman to approve the September 18, 2020 Regular Meeting Minutes as presented.

Roll call vote: Igra: yes, Seah: yes, Shipman: yes, Smiley: yes. The motion was approved.

6. OMPEF UPDATE

Monnie Peters reported on OMPEF activities including the continued board member recruitment drive, and that OMPEF is now excited to be using Donor Perfect to help with donor tracking and communications.

7. OMPS PTO UPDATE

Debra Hartley reported that Track and Trail was a big success, raising \$15,000, which is \$2,500 more than the previous year. The students didn't miss a beat and everyone had a great time. Event sponsors were very supportive, including the Warren's who are a long-term sponsor. The 3 class parties that raised the most will be having PTO sponsored class parties. Top earning students won the right to "Pie a Principal" and Kolle and Clayton will receive their pies October 15.

The PTO is also excited to be welcoming new officers to the board and wants to thank those parents for volunteering.

8. GVSU REPORT

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Missias: Noted that much of his list includes items on the agenda such as the Extended COVID Learning Plan, the 2019-2020 Financial Audit, and the board member nomination.

- Remote meetings update – there should be additional information soon, but the board should continue to make sure that the public aspects of holding meetings are well supported.
- State budget was signed into law and kept student allowance at \$8111. GVSU is encouraging schools to use funds to invest in the school and invest in the school fund balance.
- Thanks Kolle and Clayton for an excellent recent meeting.

9. MANAGEMENT REPORT(S)

a. Leadership Monthly Report

Kolle extended a thank you to the entirety of the OMPS team that is contributing to the success of the school year and reviewed the progress made so far with the 3 main goals:

- (1) *Ensure students and families have safe and healthy environment to learn:* OMPS is continuing to work with the GT Health Co. which is providing great resources for schools. Teachers are doing a great job of cleaning and sanitizing and keeping masks on faces. OMPS appreciates the support of families in keeping their children following the requirements.
- (2) *Utilize outdoor space for outdoor learning:* Kolle again highlighted the work of Mrs. Axelson for music/PE and Mrs. Hoagg for art. Every class is getting outside unless the weather prevents it. OMPS has also been able to have some volunteers outside – for example the guest mystery readers. The Walk to School Day was a big success. Kolle wants to thank Erica Jager for her efforts.
- (3) *Ensure the team at OMPS will feel secure and supported:* Clayton and Kolle have started providing a weekly principal's newsletter. They are making sure that while teachers have less breaks this year, they are checking in with the team and offering support where they can.

Shipman asked about recent award. Kolle said that yes, OMPS was awarded the Norte 'Golden Shoe' Award for Walk to School Day.

10. BUSINESS

a. Extended COVID-19 Learning Plan Report

Clayton reported on how the plan is being implemented, including an overarching goal of providing providing technology to students who need support in that area. The big shipment of student chromebooks has arrived and that will help with providing expanded learning access.

K12 materials are finally coming in and leadership is getting that distributed to the online families. OMPS is working to support equitable access for virtual students – and create opportunities for those students to feel included. With regard to the Educational Goals part of the plan, OMPS has finished reading NWEA, and math NWEA is coming next week.

Clayton noted an error in the plan on one page which refers to Grade 5, this will be corrected to read Grade 6.

Proposed Action Item: Recertify Extended COVID-19 Learning Plan

Motion made by Shipman and supported by Smiley to recertify the Extended COVID-19 Learning Plan with no changes at this time.

Roll call vote: Igra: yes, Seah: yes, Shipman: yes, Jager: yes, Smiley: yes. The motion was approved.

b. Michigan Charter Schools Grant Report

Shipman thanks Kelley for her due diligence in completing grant reporting and communicating with the MDE. Shipman noted that the grant deadline for Phase 1 was extended to November 27.

c. Quarterly Financial Report – 1stQ 2020-2021 School Year

Davis provided a summary of the financial report and noted that the state aid payment stayed the same and that the state aid note will be automatically paid off by August.

OMPS received a Title I award of just under \$15k, and Davis will work with Kolle and Clayton to allocate those funds appropriately.

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Proposed Action Item: Approve Quarterly Financial Report – 1stQ 2020-2021 School Year

Motion made by Shipman and supported by Smiley to Approve the Quarterly Financial Report – 1stQ 2020-2021 School Year.

Roll call vote: Igra: yes, Seah: yes, Shipman: yes, Jager: yes, Smiley: yes. The motion was approved.

d. Annual Financial Audit 2019-2020 School Year

Patrick Sweeney of Croskey Lanni provided a review of the OMPS Annual Audit for the 2019-2020 School Year.

Sweeney highlighted:

The unmodified opinion on OMPS financial statements, and that OMPS complied with all laws and regulations. As of the end of the 19-20 Fiscal Year, the OMPS fund balance is at \$202,000. This is roughly 10% of annual revenues, which is a good place for OMPS to be as of year two of operations. Sweeney noted the goal is typically to get to about 15%.

Direct classroom spending is excellent at 58%. This is very high comparatively. Most schools struggle to get to 50%. The low lease payment for the building (\$1,500 / month) is a strong assist for OMPS being able to spend more on the classroom.

Savings for the year were \$170,100, \$170,000 more than budgeted

Monnie Peters noted that having the low lease payments is a contribution that comes directly from OMPEF being positioned as the building owner.

Proposed Action Item: Accept Annual Financial Audit 2019-2020 School Year

Motion made by Seah and supported by Smiley to Accept Annual Financial Audit 2019-2020 School Year.

Roll call vote: Igra: yes, Seah: yes, Shipman: yes, Jager: yes, Smiley: yes. The motion was approved.

e. Board Nomination

Igra introduced Geoff Strait for the vacant OMPS School Board membership. Strait is a community member and VP of Forefront Credit Union.

Action Item: Approve Board Nomination

Motion made by Seah and supported by Jager to nominate Geoff Strait to the OMPS School Board, subject to GVSU vetting and approval.

Roll call vote: Igra: yes, Seah: yes, Shipman: yes, Jager: yes, Smiley: yes. The motion was approved.

f. Committee Reports

No committee reports this month.

g. Middle School Discussion

Igra explained that the board needs to begin the discussions regarding additional grades being added in the coming school years.

Jager spoke in favor of expansion as a starting point for building up the middle school numbers.

Shipman expressed concern regarding student numbers and ensuring financial support for expansion would not take away from other needed areas.

Finance committee will meet and discuss the financial implications.

Clayton – notes that Missias recommended that leadership call the MDE to assist in determining instructional structure.

Kolle – noted that one teacher is not likely to be certified in all the required areas.

Shipman asked if Jager could work with Clayton and Kolle to help determine operational costs for bringing on an additional grade.

Monnie – notes ability of OMPEF to accept funds in support of a middle school expansion that need to be given to a 501(c)(3).

Jager adds that there is an opportunity to raise funds for a cause in this case, which is what donors are looking for.

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11. PUBLIC COMMENT ON NON-AGENDA ITEMS

None.

12. ADJOURNMENT

Motion to adjourn made by Jager and supported by Seah.

Roll call vote: Igra: yes, Seah: yes, Shipman: yes, Jager: yes, Smiley: yes. The motion was approved.

The meeting was adjourned at 9:48 a.m.



Board Secretary