

# OLD MISSION PENINSULA SCHOOL

## Regular Board Meeting – Minutes

Friday, December 18, 2020 8:30am

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Meeting held at:

Via Zoom at:

<https://zoom.us/j/99659370772?pwd=dlorWXIxNHU4aHhtM2FaVlh0RmRIQT09>

Meeting ID: 996 5937 0772

Passcode: 3SherD

### 1. CALL TO ORDER

Becky Seah called the meeting to order at 8:32 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), Jen Coleman, Mike Jager and Geoff Streit. Mike Smiley was excused.

Non-Board Members Attending:

Danielle Clayton and Renee Kolle, OMPS Co-Principals

Matt Missias, GVSU

Kelley Davis, Veritas Accounting

Monnie Peters, OMPEF

Rebecca Schubert, OMPS PTO

### 3. APPROVAL OF THE AGENDA

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

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

### 4. PUBLIC COMMENT ON AGENDA ITEMS

None.

### 5. MEETING MINUTES

a. November 18, 2020 Special Meeting Minutes

b. November 20, 2020 Regular Meeting Minutes

Motion made by Streit and supported by Seah to approve the November 18, 2020 Special Meeting Minutes and November 20, 2020 Regular Meeting Minutes as presented.

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

### 6. OMPEF UPDATE

Monnie Peters reported that OMPEF is just continuing their end of year fundraising but they are finding less sizeable gifts are coming in. The term for current OMPEF President Renciewicz is ending soon and she is moving on so they are keen to bring on additional board members. Ornament sales are going very well and next year they may order more. Peninsula Market has already sold out of the first batch but Seah will take extras from the school over to the Market so more will be available.

### 7. OMPS PTO UPDATE

Rebecca Schubert reported that the PTO had a busy week with the 12 Days of Christmas and there was great media coverage. The recent PTO meeting had a lot of participants. PTO voted to provide \$250 to each teacher for supplies. Also, all 26 staff members will receive a \$100 gift card to thank them for their work during such a difficult year. Wildlife event in January will happen virtually in each classroom.

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Cardboard sled race will occur in classroom pods. In March, OMPS PTO will partner with Greenspire School PTO for a fundraiser through Funds2Orgs to hold a shoe drive. Next PTO meeting is January 13<sup>th</sup>.

### 8. GVSU REPORT

Missias:

- Reminder that School Performance Reports will be coming out in January. There was no testing last year so this won't look different.
- GVSU will be holding its first annual board training virtually on January 27<sup>th</sup> – topic is Leadership through COVID-19. Board members should attend – this is how
- Need to recertify the Extended COVID Learning Plan. Reminder to take input as required.
- Current remote meeting law ends at the end of December. There is a bill that would extend this to March 31<sup>st</sup> but is still making its way through the legislature.
- Annual COI forms are due by the end of January.
- Coleman and Igra board terms are up June 30, 2021, so please decide by the end of the year if continuing or moving on.
- Missias needs to connect with Streit to verify citizenship.

### 9. MANAGEMENT REPORT(S)

#### a. Leadership Monthly Report

Clayton reported that things are going well at the school but staff are looking forward to the break.

Clayton reviewed the progress made so far with the 3 main goals:

- (1) *Ensure students and families have safe and healthy environment to learn:* All the same protocols have continued. Alan and Courtney Kiercynski had their baby last week and John Burbank stepped in and has been doing a wonderful job.
- (2) *Utilize outdoor space for outdoor learning:* Clayton thanked the PTO and Schubert for their support for outdoor activities. Specials, eg. Axelson, continue to carry out innovative outdoor learning opportunities.
- (3) *Ensure the team at OMPS will feel secure and supported:* Clayton reported that all of the support that has come from all corners in the last month has really helped with staff and school morale. Interviews for a reading interventionist are underway and so in the new year this position will be in place to directly implement reading support throughout the school.

### 10. BUSINESS

#### a. Extended COVID-19 Learning Plan Report

Clayton and Kolle confirmed there were no changes to the current Plan at this time.

Proposed Action Item: Recertify Extended COVID-19 Learning Plan

Motion made by Shipman and supported by Seah to recertify the Extended COVID-19 Learning Plan as presented.

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

#### b. Michigan Charter Schools Grant Report

Shipman reported that grant activity at the moment is mostly paying bills, since the last day to make purchases for Phase 1 was November 27<sup>th</sup>. Davis reviewed the grant budget status.

#### c. Financial Report

Davis reported that the audit and financial data upload have been submitted to the state. TBAISD provided a \$45,000 check from their fund balance and these funds are unrestricted. This is a large amount this year, but going forward there is likely to be some received, but a much smaller amount.

For being in the third year, OMPS is on solid footing. Davis reviewed the financial reports for the month. Expenditures are all on target for where we are in the year. Food service is on target as well.

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Missias asks about fund balance percentage with the updated revenue projections in the budget. Davis reports OMPS should be on track to be in excess of 15%.

### d. Committee Reports

No committee reports this month. Jager provided Middle School Update – biggest challenge is physical school space. Requested the architectural work previously done by OMPEF. Peters noted that physical changes are about a 3-year project. Coleman noted that it might be worth thinking about accommodating possible hybrid demand going forward.

Streit asked for documentation of level of middle school interest for current families. Seah will share previous middle school survey. Davis noted she is available to provide financial planning support.

### e. Board Policy Update

Shipman explained that this item was just a minor change to reflect the current HR provider in the applicable Board Policies.

Proposed Action Item: Approve Board Policy Update

Motion made by Shipman and supported by Seah to approve the Board Policy Update as presented.

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

## 11. PUBLIC COMMENT ON NON-AGENDA ITEMS

Myriam Hubbard asked about the decision to freeze enrollment except for the preschool. Clayton spoke to the limiting of enrollment and creation of a waitlist which was due to the issue of families in the region playing leapfrog from school to school when classes moved to virtual at other schools and how this coming and going presented a health and safety challenge and was also creating stress within the classrooms, in particular for teachers. Clayton stated that the freeze is being revisited on a weekly basis and that it applied only to school agers because Preschool is not experiencing the same leapfrogging.

Igra noted that procedurally, the board or staff can take comment during public comment but that if there are questions and answers that conversation needs to happen outside of the meeting.

## 12. ADJOURNMENT

Motion to adjourn made by Streit and supported by Jager.

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

The meeting was adjourned at 9:20 a.m.

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Board Secretary