

# OLD MISSION PENINSULA SCHOOL

## *Regular Board Meeting – Minutes*

*Friday, May 17, 2019 8:30am*

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Meeting held at:

Old Mission Peninsula School

2699 Island View Road, Traverse City, MI 49686

### 1. CALL TO ORDER

Amanda Igra 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), Jen Coleman (Vice President/Treasurer), Susie Shipman (Secretary), Mike Smiley, Becky Seah, Isaiah Wunsch and Mike Jager.

Non-Board Members Attending:

Matt Cawood, GVSU

Matt Missias GVSU

Todd Avis, NCSI

### 3. APPROVAL OF THE AGENDA

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

### 4. PUBLIC COMMENT ON AGENDA ITEMS: None.

### 5. MEETING MINUTES

#### a. Approval of April 26, 2019 Regular Meeting Minutes and May 8, 2019 Special Meeting Minutes

Motion made by Shipman and supported by Seah to approve the April 26, 2019 Regular Meeting Minutes and May 8, 2019 Special Meeting Minutes as presented. The motion was approved unanimously.

### 6. MANAGEMENT REPORT(S)

#### a. Leadership Monthly Report - Seah delivered a report provided by Interim Head of School Walsh:

- ~ MSTEP testing has been completed, thanks to the diligent work of Christine Nowak.
- ~ The curriculum task force (made up of teachers, admin and parents) met last week and is solidifying social studies curriculum, evaluating EL, and looking at finalizing the science curriculum purchase.
- ~ The school is within the 26 day countdown to summer. Laura Axelson has planned activities for each day which is a ton of fun. The last day of school is June 14<sup>th</sup>, and Avis and Walsh are working on the state waiver in order to finalize this officially.
- ~ The outdoor teaching challenge continues - teachers and students are taking learning and activities outside every day.
- ~ Several field trips are taking place this month. Walsh notes that the OMPS teachers are amazing.
- ~ Teacher Appreciation Week was excellent. The OMPS PTO went above and beyond for teachers and staff. Walsh notes that it was the best Teacher Appreciation week she's ever experienced.

### 7. OMPEF REPORT

No report.

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### 8. GVSU REPORT

Matt Cawood introduced Matt Missias, who is taking over as the GSVU representative assigned to OMPS. Cawood thanked board members who have provided necessary documents and notes that there are still a couple of documents outstanding.

Cawood thanked Jager for attending GVSU's new board member orientation and reported that Seah and Smiley were officially reappointed to the board at the last GVSU board meeting (the swearing in can occur at the June board meeting).

The GVSU Charter Contract amendment is being prepared and will be provided for the June board meeting.

Matt states that OMPS will be awarded per pupil funding as previously discussed because the board participated in a board training event.

### 9. DISCUSSION ITEM(S)

#### a. Communications/Marketing Committee Update

Igra stated that she and Jager will be working with the committee over the next month to provide a report on activities for the next meeting. Seah noted some website work that is being done.

#### b. 2019-2020 School Calendar

Igra stated that Walsh provided a school calendar for the board to review.

Motion made by Seah and supported by Smiley to approve the 2019-2020 School Calendar as presented. The motion was approved unanimously.

#### c. Middle School Expansion Project Update

Avis reported that the project is focused on two fronts: working on the physical space configuration and furniture. An additional meeting with the temporary walls consultant is scheduled for the coming week. This planning will transition to further visioning for the utilization of the space. Programming planning is moving forward.

#### d. Peninsula Community Library Lease Extension Discussion

Shipman reported that Wunsch, Igra, Shipman and Avis met with members of the PCL board and library director Shurly to discuss the request made by the library for the OMPEF to extend their lease to the end of June. It was determined that the work the school needs to do in the space could reasonably be accommodated in the weeks prior to the first day of school in September.

Motion made by Shipman and supported by Seah to recommend to OMPEF to extend the PCL lease to the end of June. The motion was approved unanimously.

Shipman notes that it was also discussed that the PCL board and the OMPS board should each designate a member as a representative for ongoing communications and attending of each other's meetings. The OMPS representative will be designated at the next meeting.

#### e. Finance Update

Coleman has begun discussions with Veritas regarding budget, cash flow, closing out the year, audit prep, and planning for next year. The current school year budget will have a restatement at the next meeting and a proposed 2019-2020 budget will be presented in a budget hearing at the next meeting.

#### f. Annual Audit Update

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Igra has engaged with three firms to request audit proposals. The finance committee will evaluate the proposals and make a recommendation to the board at a future meeting.

g. Academic Committee Update

Igra reported that the committee posted for the Head of School position and received approximately 20 applications, which were then narrowed to 3 candidates. Smiley reported that the committee looked at input from a wide range of stakeholders, including all of the OMPS teaching staff and board.

Igra noted that Walsh was a candidate initially, but that she had withdrawn her application at this time due to her personal commitments. Walsh wanted the board and school community to know that she was saddened to have had to make that decision, and she would like to stay involved in some capacity. Igra noted that OMPS would welcome her involvement. Shipman thanked Walsh for stepping in so quickly and so ably when the school was in need of leadership support.

h. Head of School Discussion

Igra stated that the Committee is recommending Rick Couturier to Black Pearl for the Head of School position. Smiley shared that he has strong professional qualifications and has demonstrated professional success throughout his career. Many people in the school community were able to meet with Rick in formal and informal settings, and the responses were positive.

10. PUBLIC COMMENT ON NON-AGENDA ITEMS:

Jane Boursaw of the Gazette asked for a biography for Rick Couturier.

Chad Hartley: asked about how staff are hired and fired, and specifically does the board have involvement in employment decisions?

~Igra responded that the Head of School is responsible for all employment decisions and actions involving school staff and that the board has no involvement. Shipman added that the one staffing area where the board has some input is through recommendation to the HR company, Black Pearl, in choosing a Head of School.

11. ADJOURNMENT

Motion to adjourn made by Wunsch and supported by Coleman.

The meeting was adjourned at 8:56 a.m.



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Board Secretary