

**OLD MISSION PENINSULA SCHOOL**  
Special/Annual Board Meeting – Minutes  
Friday, June 24, 2022 8:30am

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Meeting held at:  
Old Mission Peninsula School  
2699 Island View Road, Traverse City, MI 49686  
And via Zoom.

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), Chris Johnston, Will Gibb and Jen Kuhar. Geoff Streit was excused.

Non-Board Members Attending:  
Danielle Clayton, OMPS Co-Principal  
Jan Weckstein, GVSU  
Monnie Peters, OMPEF  
Kelley Davis, Veritas Accounting

3. APPROVAL OF THE AGENDA

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

4. PUBLIC COMMENT ON AGENDA ITEMS

Igra acknowledged that Becky Seah's term on the OMPS board was ending on June 30. Igra thanked Becky for her incredible contributions to OMPS since the founding of the school. Shipman thanked Becky for the endless hours and effort that she has given to OMPS for the last five years.

5. MEETING MINUTES

a. May 20, 2022 Regular Meeting Minutes

Motion made by Kuhar and supported by Gibb to approve the May 20, 2022 Regular Meeting Minutes as presented. The motion was approved unanimously.

6. OMPEF UPDATE

Peters: Discussed the status of the roof replacement project - Story Roofing has been chosen from the quotes received and they will be starting in the next few weeks. The fundraising postcard has started being delivered to mailboxes. OMPEF is continuing its search for additional members.

7. OMPS PTO UPDATE

Becky Seah reported for Rebecca Schubert:

- Sarah Kime has just been voted in as the new President of the PTO. Amanda Sequin will be the VP. Schubert is staying on to assist with sponsors.
- The PTO has an incredible year this year and has a healthy balance to start the fall 2022 school year.

8. GVSU REPORT

Jan Weckstein introduced herself and shared some of her background, including a specialty in special education. Weckstein provided the following report from GVSU:

- Reminder to submit the academy description and three highlights for the school performance reports.
- Reminder of new process for testing costs is a reimbursement for the coming school year.
- Reminder of OMPS MAPSA dues – Davis reports the invoice has been received and will soon be paid.
- Charter Schools Office is reviewing their records to ensure all board member oaths and citizenship documents are complete – will let us know if any are missing.

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- School Aid update: the governor has proposed \$9,135, the house \$9,000, and the senate \$9,100. GVSU is reminding schools to be conservative in their budgeted number.

9. MANAGEMENT REPORT(S)

a. Leadership Monthly Report:

Clayton reported:

- The school is in the swing of maintenance, including gym painting that will begin soon.
- There are four summer weekly camps and enrollment has been strong. Camp invention takes place next week.
- They are hiring for a couple of positions, and shuffling some positions around. Open positions include kitchen assistant (PT), elementary teacher, and recess monitor (PT).
- Igra reported that Clayton and Kolle met with state education committee member Jack O'Malley to discuss overly burdensome testing requirements. He suggested building a coalition of people to effect change. They are speaking to others in the area and Clayton and Kolle are expecting to meet with the district MEA representatives to discuss the issue further.

10. BUSINESS

a. Michigan Charter Schools Grant Report

Davis: The remaining \$30,000 of funds is still being finalized. Once the MDE provides final approval, items will be purchased throughout the rest of the summer.

b. Monthly Financial Report – May

Davis: Reviewed the provided report, current to May 31. OMPS is most of the way through the fiscal year, and is on track with both revenue and expenses. Food service and pre-K program have performed well this year.

Motion made by Seah and supported by Shipman to close the June regular meeting. The motion was approved unanimously.

Motion made by Shipman and supported by Seah to open the annual budget hearing. The motion was approved unanimously.

c. Final Amendment 2021-2022 General Operating Budget

Davis reviewed the proposed amendment, noting this was the final amendment for current year budget, and there are very few changes from the previous second budget amendment.

A number of changes are due to reclassification into the correct function code.

Operations and maintenance – GASB 87, a new accounting standard requires any gov't entity that has a lease arrangement to treat the lease as a debt arrangement.

\$152,000 addition to fund balance. Over the 30% fund balance requirement, so OMPS is in a good position going forward.

Proposed Action Item: Approve Final Amendment 2021-2022 General Operating Budget

Motion made by Shipman and supported by Seah to Approve Final Amendment 2021-2022 General Operating Budget as presented. The motion was approved unanimously.

d. 2022-2023 General Operating Budget

Davis reviewed the proposed budget, noting that the finance committee met last week and reviewed the budget detail. The budget is based on 168 enrolled students, and per pupil funding of \$9,134 per student.

Maintenance includes continuing with full time maintenance staff and after-hours cleaning contract.

Staffing budget includes increases for staff, as well as the additional of a 5th grade teacher, part time office support and part time lunchroom support.

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The budget also includes some investment in kitchen equipment.

Davis reviewed overall totals for revenue and expense.

Proposed Action Item: Approve 2022-2023 General Operating Budget

Motion made by Kuhar and supported by Seah to Approve the 2022-2023 General Operating Budget as presented. The motion was approved unanimously.

Motion made by Seah and supported by Kuhar to close the annual budget hearing. The motion was approved unanimously.

Motion made by Shipman and supported by Seah to reopen the June regular meeting. The motion was approved unanimously.

e. Proposed 2022-2023 Board Calendar

Action Item: Approve 2022-2023 Board Calendar

Motion made by Kuhar and supported by Gibb to Approve 2022-2023 Board Calendar as presented. The motion was approved unanimously.

f. Annual Meeting Resolutions

Igra: Explained that every year, the annual resolutions set out various roles for OMPS, including board executive, staff roles, and legal counsel.

Seah nominates Johnston to take on VP role, since her term is ending June 30.

Shipman stated she is comfortable maintaining the Secretary/Treasurer role. Igra reported that she received support from the board members for her continuing as President for the coming year.

Proposed Action Item: Approve Annual Meeting Resolutions

Motion made by Seah and supported by Johnston to Approve the Board Executive as discussed and the remainder of the Annual Meeting Resolutions as presented. The motion was approved unanimously.

g. 2022-2023 Insurance Proposal – General Agency Company

Shipman reported that there is nothing new in the policy this year, so OMPS would simply be continuing with the same coverage as in previous years.

Proposed Action Item: Approve 2022-2023 Insurance Proposal – General Agency Company

Motion made by Johnston and supported by Seah to Approve 2022-2023 Insurance Proposal – General Agency Company as presented. The motion was approved unanimously.

h. Board Nomination

Seah reported that she and Shipman, the current nominating committee, met with Shaina LaFond as a candidate to replace Seah, whose term ends June 30. They discussed the expectations for board members at the meeting. Seah and Shipman believe LaFond is a great candidate for nomination.

LaFond introduced herself: she is a Michigan native, and moved to Traverse City seven years ago. She has two children at OMPS, one going into grade 2 and one going in to grade 3. She wants to contribute to making OMPS an even better place than it already is and is excited to be of service.

LaFond believes that the board is an advocate for all of the OMPS students, and what we do for all the children lifts our entire school community.

Proposed Action Item: Approve Board Nomination

Motion made by Shipman and supported by Seah to nominate Shaina LaFond to serve the remainder of a three-year term from July 1, 2022 to June 30, 2025, noting the term will not begin until the GVSU board has voted to approve her membership on the OMPS Board. The motion was approved unanimously.

i. Zoom Availability for Board Meetings Discussion

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Igra discussed that Zoom is no longer going to be offering free meeting access for public schools as of the end of June. Board discussed remote service options, agreeing that maintaining an online option for official participants who are not able to attend in person (eg. Kelley Davis), was important, but that it was not necessary at this time to offer a public participation option. Board consensus was that members of the public who wished to make public comments should plan to attend meetings in person going forward.

j. Committee Reports

The finance committee met on June 9<sup>th</sup> to review the proposed budgets.

No other committee meetings were held this month.

11. PUBLIC COMMENT ON NON-AGENDA ITEMS

Becky Seah thanked the board for their good wishes and noted that she is still going to be around to help out.

12. ADJOURNMENT

Motion to adjourn made by Seah and supported by Gibb. The motion was approved unanimously.

The meeting was adjourned at 9:30 a.m.



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Board Secretary